Former Administration Building, Royal Australian Mint

Heritage Management Plan

PREPARED FOR
Collective Capital Canberra Investment Fund

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The Department of Finance would like to acknowledge the Traditional Custodians of the lands, waters, sky and surrounds, the Ngunnawal people, and pays respects to their Elders past, present and emerging.

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ACRONYMS AND ABBREVIATIONS

Acronym	Description
ACT	Australian Capital Territory
BCA	Building Code of Australia
CHL	Commonwealth Heritage List
DCCEEW	Department of Climate Change, Energy, the Environment and Water
DDA	*Disability Discrimination Act 1992*
EPBC Act	*Environment Protection and Biodiversity Conservation Act 1999*
EPBC Regulations	Environment Protection and Biodiversity Conservation Regulations 2025
ERM	Environmental Resources Management Pty Ltd
Finance	Department of Finance
HIA	Heritage Impact Assessment
HMP	Heritage Management Plan
HRH	His Royal Highness
ICOMOS	International Council on Monuments and Sites
MNES	Matters of National Environmental Significance
NCA	National Capital Authority
NCC	National Construction Code
NCDC	National Capital Development Commission
NCP	National Capital Plan
NHL	National Heritage List
PAMP	Property Asset Management Plan
PSP	Property Service Provider
The RAM	The Royal Australian Mint
RAO	Representative Aboriginal Organisation
RNE	Register of the National Estate
The Burra Charter	*The Burra Charter: The Australia ICOMOS Charter for Places of Cultural Significance* (Adopted 31 October 2013)
UNESCO	United Nations Educational, Scientific and Cultural Organization
WHL	World Heritage List

DEFINITIONS

The following definitions are taken from The Burra Charter. Sources for other terms not included in the Burra Charter are noted.

Name	Definitions
Adaptation	Changing a place to suit the existing use or a proposed use.
Associations	The connections that exist between people and place.
Compatible use	A use which respects the cultural significance of a place. Such a use involves no, or minimal, impact on cultural significance.
Conservation	All the processes of looking after a place as to retain its cultural significance.
Interpretation	All the ways of presenting the cultural significance of a place.
Maintenance	The continuous protective care of a place and its setting. Maintenance is to be distinguished from repair which involves restoration or reconstruction.
Preservation	Maintaining a place in its existing state and retarding deterioration.
Reconstruction	Returning a place to a known earlier state and is distinguished from restoration by the introduction of new material. This is not to be confused with either re-creation or conjectural reconstruction, which are outside the scope of the Burra Charter.
Restoration	Returning a place to a known earlier state by removing accretions or reassembling existing components without the introduction of new material.
Setting	The immediate and extended environment of a place that is part of or contributes to its cultural significance and distinctive character.
Tolerance for Change	The extent to which heritage attributes or elements of a place are able to tolerate change (modification/alteration) without adversely affecting heritage values (Bourke 2010).

EXECUTIVE SUMMARY

Environmental Resources Management Australia Pty Ltd (ERM) was commissioned in December 2024 by Collective Capital Moonee Ponds Investment (the client, on behalf of the Crown Lessee) to prepare an updated Heritage Management Plan (HMP or plan) for the Royal Australian Mint Former Administration Building in Canberra, ACT (the Former Administration Building). This plan has been prepared to assist the client with meeting its Commonwealth Heritage obligations under the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act).

This plan replaces the previous plan prepared for the Former Administration Building at the RAM by GML Heritage for the Department of Finance in 2019. This plan responds to and reflects changes that have occurred over the past 6 years at and in relation to the building. These include a change of ownership, any updated statutory information, changes to heritage status, provision of a revised condition and significance assessment, update of inspection and maintenance regime, revision of roles and responsibilities, and the demonstration of the plan's compliance with statutory requirements.

This plan contains practical policies and guidelines for the ongoing heritage management of the Former Administration Building. A separate HMP has been prepared for the RAM Former Process Building and immediate surrounds.

The Former Administration Building is located on leased National Land, under the control of a Commonwealth agency, and is therefore required to be managed in accordance with the provisions of the EBPC Act.

The Former Administration Building was included on the Commonwealth Heritage List (Place ID # 106191) in February 2016 as part of the listing for the whole RAM site for its historic heritage values.

This updated plan reaffirms that the Former Administration Building meets the threshold for inclusion on the Commonwealth Heritage List for its historic heritage values. This plan concurs that the Former Administration Building does not contain Indigenous or natural heritage values.

Policies and guidelines have been included within this document to provide management advice to the responsible site stakeholders and support implementation of this plan. Any proposed action that is not consistent with the policies outlined within this plan would require consideration under the EPBC Act, with expert advice sought from a heritage consultant where necessary. Maintenance plans also provide schedules for catch-up maintenance, cyclical preventative maintenance, and planned works.

A practical Heritage Handbook including "Dos and Don'ts" guidelines for the heritage values of the Former Administration Building has been updated and is presented as Appendix F of this plan. This handbook provides further guidance for tradespeople, maintenance supervisors, and tenants and provides technical advice consistent with retaining the Former Administration Building's heritage values.

This plan has been structured to provide clear guidance that aligns with statutory requirements as follows:

HMP Section	HMP Information
1. Introduction	Site location, heritage status, methodology
2. Aims of the HMP	Aims of the plan
3. Planning Framework	Statutory and non-statutory information and guidance to support compliance and implementation
4. Site Overview	Site description, historical chronology, and management responsibilities
5. Heritage Values Summary	Summary of assessment of heritage values
6. Management Analysis	Constraints, opportunities, and issues to consider in the long-term management of the Former Administration Building
7. Policies and Guidelines	Policies and guidelines to support heritage conservation, maintenance, and compliance in the management of the Former Administration Building; maintenance inspection plans and a schedule of catch up maintenance is included
8. Implementation Plan	Actions, responsibilities, and timeframes to support the implementation of the plan
9. References	Reference list of key sources used to prepare the plan
Appendix A:	Heritage Citation
Appendix B:	Aboriginal Heritage Consultation and Assessment
Appendix C:	Historical Background
Appendix D:	Landscape and Natural Heritage Assessment
Appendix E:	ERM – Finance Significance Ranking System
Appendix F	Former Administration Building Heritage Handbook
Appendix G:	Chance Finds Protocols
Appendix H:	Example of Works Maintenance Record Form
Appendix I:	EPBC Regulations Compliance Checklists

1. INTRODUCTION

Environmental Resources Management Australia Pty Ltd (ERM) was commissioned in December 2024 by Dawson Commercial Pty Ltd (the client, on behalf of the Crown Lessee) to prepare an updated Heritage Management Plan (HMP or plan) for the Royal Australian Mint Former Administration building (the Former Administration building) in Canberra, at 60 Denison Street, Deakin in Australian Capital Territory (ACT). This building is on National Land which is also a Designated Area under the National Capital Plan (NCP), and as such this plan has been prepared to assist the client, as the Crown Lessee, with meeting its Commonwealth Heritage obligations under the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act). As the Department of Finance[1] (Finance) manages Crown leases of National Land, the Former Administration Building site remains part of the Finance property portfolio and the plan must also meet the requirements of the Crown lease.

Throughout this report references to the Royal Australian Mint (RAM) site incorporate the whole of the Mint site. The whole site is included in the Commonwealth Heritage List (CHL) and the site boundary can be seen in Figure 1-2 and Figure 1-3. References to the RAM site in this report refer to the site as a whole, including the Former Process Building, the Former Administration Building, and various ancillary buildings.

This plan contains practical policies and guidelines for the ongoing heritage management of the Former Administration Building. A separate HMP has been prepared for the RAM Former Process Building and immediate surrounds.

1.1 SITE LOCATION

The RAM site is positioned on 3.5 hectares of land located approximately 4 kilometres (km) south-west of Parliament House on Block 1 Section 65 in the suburb of Deakin (refer to Figure 1-3). Its street address is 60-66 Denison Street.

The Former Administration Building, at 60 Denison Street, is accessed from a driveway (sited on the adjacent Block 3 Section 65) off Denison Street (refer to Figure 1-1). Figure 1-2 and Figure 1-3 below shows the location of the 2 building on the Sites— the Former Administration Building and chiller unit—and general boundary of the area included in this plan.

[1] The Department of Finance acts on behalf of the Minister for Finance and the final making of a HMP (i.e. legislative instrument) rests with Minister.

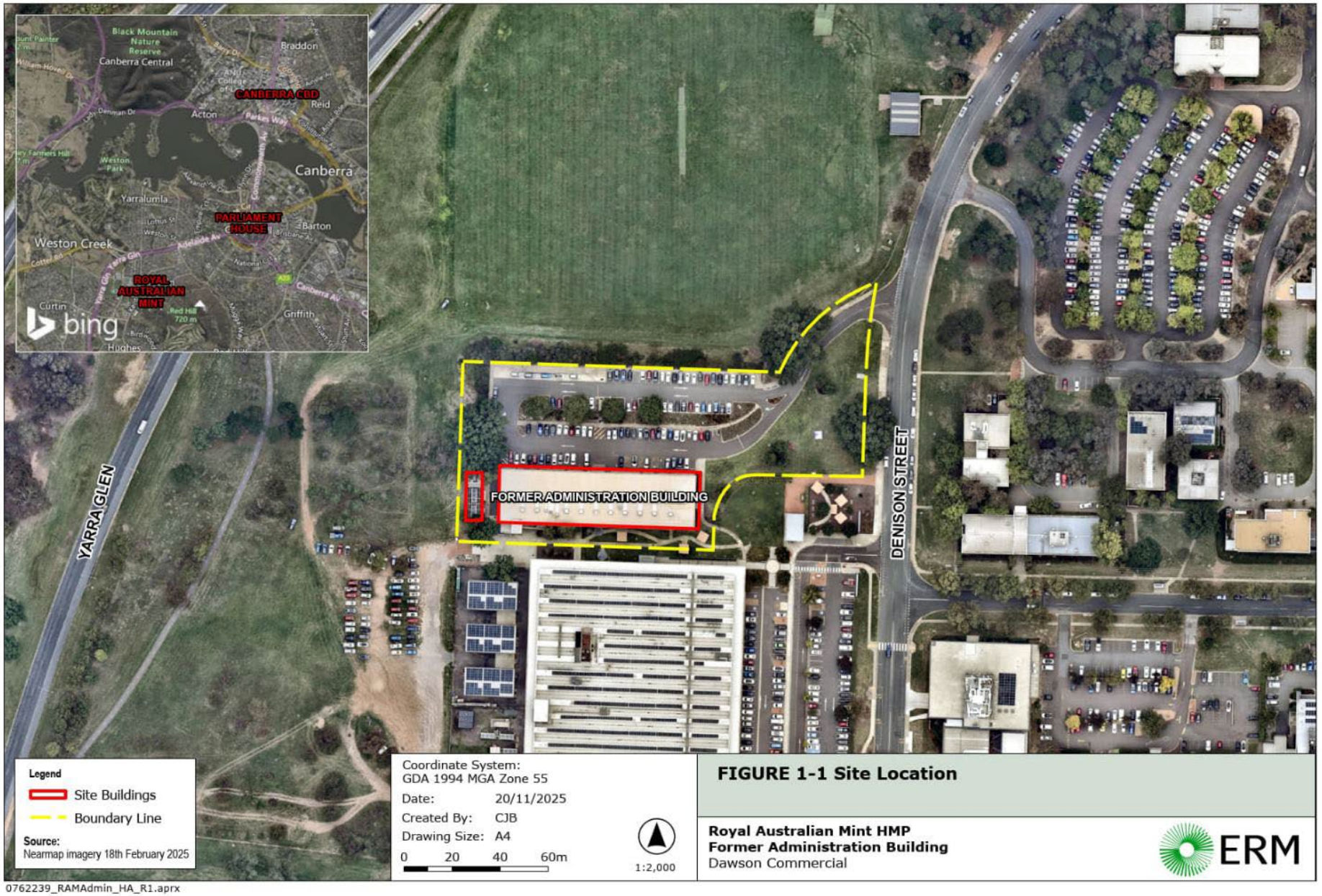
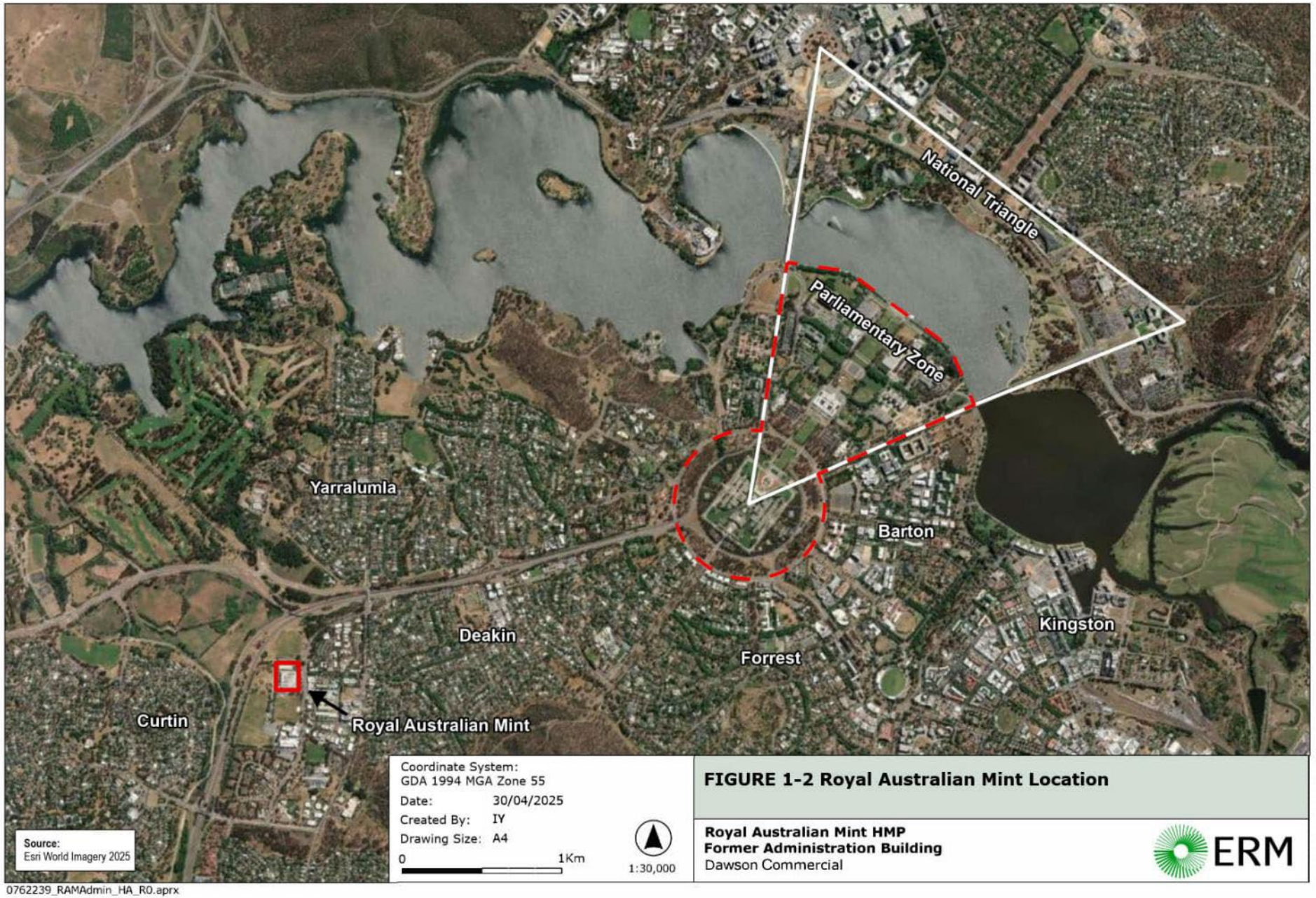


FIGURE 1-1 Site Location

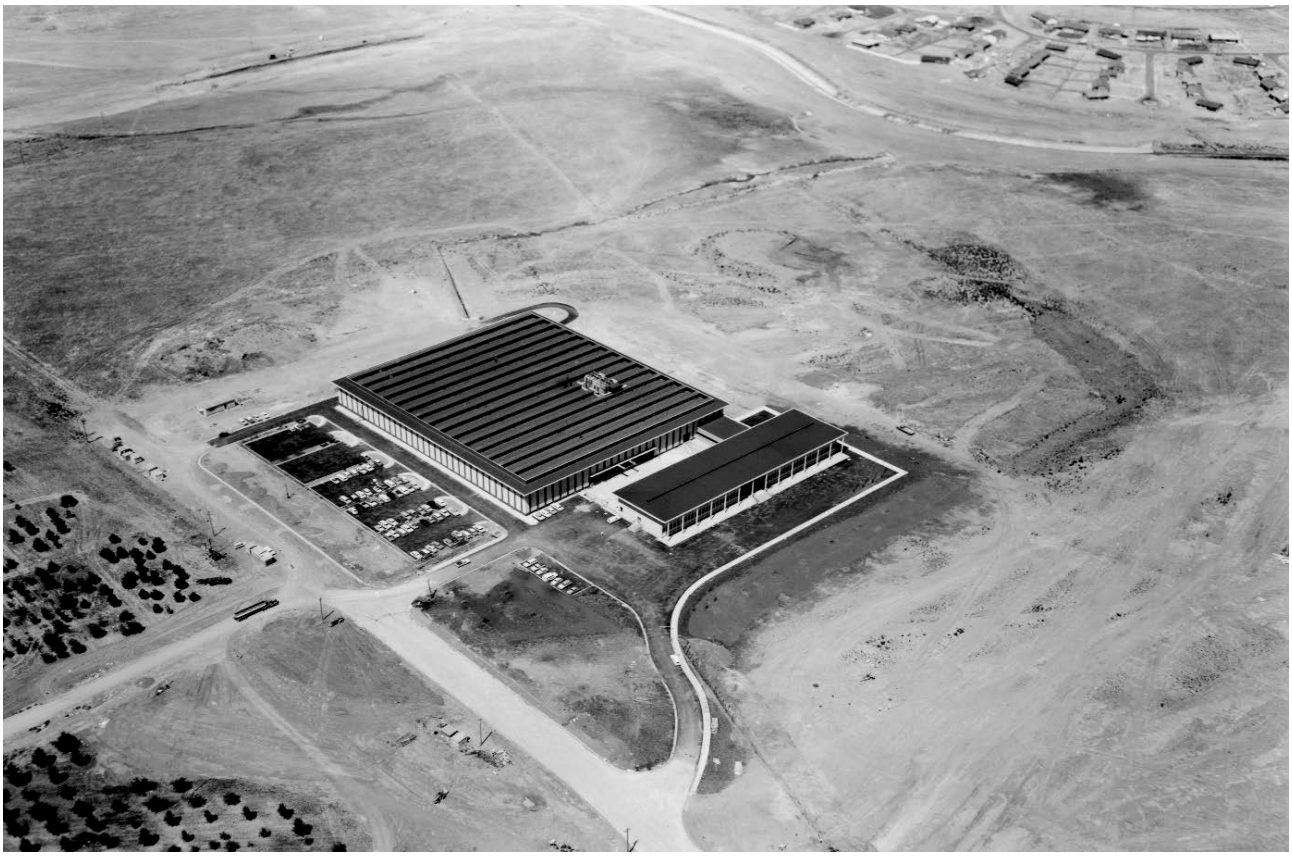
Royal Australian Mint HMP
Former Administration Building
Dawson Commercial

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National Triangle
Parliamentary Zone
Yarralumla
Barton
Deakin
Forrest
Kingston
Curtin
Royal Australian Mint
Source:
Esri World Imagery 2025
Coordinate System:
GDA 1994 MGA Zone 55
Date: 30/04/2025
Created By: IY
Drawing Size: A4
0
1Km
1:30,000
FIGURE 1-2 Royal Australian Mint Location
Royal Australian Mint HMP
Former Administration Building
Dawson Commercial
ERM
0762239_RAMAdmin_HA_R0.aprx



0762239_RAMAdmin_HA_R0.aprx



PHOTOGRAPH 1-1 AERIAL VIEW OF THE RAM, C1960S (COLLECTION OF THE RAM)

1.2 CURRENT HERITAGE STATUS

The RAM is included on the CHL and the Finance Heritage Register (FHR).

1.2.1 COMMONWEALTH HERITAGE LIST

The RAM site (including the Former Process Building, Former Administration Building, and landscape features within the broader RAM site) was listed on the CHL (Place ID #106191) in February 2016. The official citation is provided at Appendix A for ease of reference.

The RAM site's key listed heritage values include:

- its historical and architectural significance to the Commonwealth of Australia;
- its significance as the first Australian Mint to be established independently of the Royal Mint, London;
- its iconic status in Canberra as a key tourist attraction;
- its representativeness as part of a period of rapid civic development that occurred in Canberra during the 1960s; and
- as an excellent example of the stripped classical style of architecture.

1.2.2 FINANCE HERITAGE REGISTER

Finance has established a heritage register in accordance with the EPBC Act and Regulations to ensure properties within the Finance property portfolio, identified as having heritage values, are appropriately assessed and managed. The Former Administration building is included on the FHR.

1.2.3 ACT HERITAGE REGISTER

The RAM was included on the ACT Heritage Register as a Provisional Registration in 2012.

In 2013 the decision was made to reject the Provisional Registration status, since the RAM is on Commonwealth Land, and therefore outside the jurisdiction of the *Heritage Act 2004* (ACT). The RAM is therefore not included on the ACT Heritage Register.

1.3 METHODOLOGY

The preparation of this plan has involved review of background documents (including previous management plans), consultation with the Former Administration Building Property Manager, and site assessment. This plan's consistency with the EPBC Act requirements for management plans for Commonwealth Heritage places is provided in Appendix I. It has been prepared in reference to the following legislative instruments, frameworks and leading practice guidelines:

- EPBC Act and Environment Protection and Biodiversity Conservation Regulations 2025 (EPBC Regulations);
- *The Burra Charter: The Australia ICOMOS Charter for Places of Cultural Significance, 2013* (the Burra Charter);
- *Commonwealth Heritage Strategy Guidelines and Template*, Department of Climate Change, Energy, the Environment and Water (DCCEEW) 2025;
- *Identifying Commonwealth Heritage Values and Establishing a Heritage Register*, Australian Heritage Council (AHC) 2010;
- *Working Together Managing Commonwealth Heritage Places, A guide for Commonwealth Agencies*, Commonwealth of Australia 2019;
- *Ask First: A Guide to Respecting Indigenous Heritage Places and Values*, AHC 2002;
- *Interim Engaging with First Nations People and Communities on Assessments and Approvals under the EPBC Act*, DCCEEW 2023; and
- *Australian Natural Heritage Charter for the Conservation of Places of Natural Heritage Significance*, AHC 2002;
- The ERM-Finance Significance Ranking guide;
- *Heritage Act 2004* (ACT); and
- ACT Heritage (Representative Aboriginal Organisations) Declaration 2006 (No. 1).

1.3.1 BACKGROUND REVIEW

Background research for the preparation of this plan is based on existing information as presented in the previous HMP prepared by ERM and GML in 2019 and updated heritage database searches. The original building plans, certificate of regularisation, Napier + Blakely Technical Due Diligence Report, Building Technical Information, and refurbishment and additions plans and documentation also assisting in informing this report were provided by Property Manager, Duane Dawson, of Dawson Commercial Pty Ltd. Various plans dating 1963-1965 were also viewed at the National Archives of Australia.

1.3.2 SITE INSPECTION

A site inspection of the Former Administration Building was undertaken by an ERM Heritage Consultant and an ERM Principal Heritage Consultant on 21 February 2025. All photos included in the report were taken at this time unless otherwise identified.

1.4 CONSULTATION

Consultation has been undertaken with the following organisations during the development of this plan:

- Finance;
- the Property Service Provider (PSP) for Finance; and
- Dawson Commercial Pty Ltd.

Consultation with Dawson Commercial's Property Manager (on behalf of the Crown Lessee), Duane Dawson, was undertaken during the site inspection to understand any site changes, physical condition changes, and any site management issues that have occurred since 2019.

No public consultation has been undertaken in the preparation of this report.

Details of stakeholder, Aboriginal Community, and public consultation (2019) are provided in Appendix B.

1.5 ASSUMPTIONS AND LIMITATIONS

HMPs, through their inventories of assets and precinct descriptions, enable property owners and managers to identify and manage heritage values in their property portfolio. HMPs should be the first port of call to assist in decision-making. However, the HMP will not necessarily cover all activities that could potentially impact on heritage values on-site. Additional advice may need to be sourced from heritage professionals, either internally or externally, to determine whether a proposed action may cause a significant impact on the heritage values.

Whilst the HMP presents a robust framework for effective management, the implementation of management actions is subject to resource availability. It should be acknowledged that the heritage requirements of the EPBC Act and the EPBC Regulations at times require significant investment of resources. Therefore, a balance must be identified between the objectives to manage and maintain the property to support the ongoing use and function of the property and the ongoing protection of heritage values.

1.6 ACKNOWLEDGEMENTS

ERM would like to thank the following people for their assistance in preparing this report:

- The Property Management and Projects Branch, Commercial Group, Department of Finance for input and review;
- The PSP for providing resources; and
- Property Manager from Dawson Commercial Pty Ltd.

2. AIMS OF THE HMP

This updated plan has been prepared to assist the Crown Lessee with understanding and meeting Commonwealth Heritage obligations under the EBPC Act. This plan responds to and reflects any changes that have occurred over the past 6 years at and in relation to the site, including any updated statutory information and changes to heritage status, and provision of a revised condition and significance assessment. This plan contains practical policies and guidelines for the ongoing heritage management of the site in Section 7. An action plan to support implementation of this plan is provided in Section 8.

3. PLANNING FRAMEWORK

3.1 FEDERAL LEGISLATION

3.1.1 ENVIRONMENT PROTECTION AND BIODIVERSITY CONSERVATION ACT 1999

The primary objective of the EPBC Act is to provide for the protection of the environment, particularly those aspects that are Matters of National Environmental Significance (MNES). The key parts of the EPBC Act that are of direct relevance to the heritage assessment and management of the Former Administration Building are:

- Part 3, Division 1: Requirements Relating to Matters of National Environmental Significance;
- Section 26: Requirement for approval of activities involving Commonwealth land with the potential to have a significant impact on the environment;
- Section 28: Requirement for approval of activities undertaken by a Commonwealth agency with the potential to have a significant impact on the environment;
- Sections 341S, 341V and 341X: Management plans for Commonwealth Heritage Places, compliance with plans by the Commonwealth and Commonwealth agencies and Review of plans at least every 5 years;
- Section 341ZC: Requirement to minimise adverse impacts on the heritage values of a place included on the National and/or CHL; and
- Section 341ZE: Requirement to provide ongoing protection of heritage values of a place included on the CHL in the event of sale or transfer.

3.1.1.1 MATTERS OF NATIONAL ENVIRONMENTAL SIGNIFICANCE

Part 3, Division 1 of the EPBC Act requires that actions that have, will have, or are likely to have a significant impact on MNES require approval from the Environment Minister[2]. The MNES are:

- World Heritage Areas;
- National Heritage Places;
- Wetlands of international importance (through the Ramsar Convention on Wetlands[3]);
- Listed threatened species and communities;
- Listed migratory species;
- Nuclear actions;
- Commonwealth marine environments;
- The Great Barrier Reef Marine Park; and
- a water resource, in relation to coal seam gas development and large coal mining development.

Under this Division of the EPBC Act, any action that will or is likely to have a significant impact on a MNES is to be referred to the DCCEEW for consideration by the Environment Minister.

DCCEEW administers a web-based search tool that allows a geographic search of all the species and ecological communities listed under the EPBC Act, and National Heritage List (NHL) and CHL places that are expected/likely to be present within a given area. This tool does not preclude site verification.

[2] The Minister administering the EPBC Act.
[3] The Convention is in Australian Treaty Series 1975 No. 48 ([1975] ATS 48) and could in 2026 be viewed in the Australian Treaties Library on the AustLII website (http://www.austlii.edu.au).

3.1.1.2 SECTIONS 26 AND 28

Section 26 relates to actions undertaken on Commonwealth land which will or are likely to significantly impact the environment and Section 28 relates to actions undertaken by a Commonwealth agency which will or are likely to significantly impact the environment. The term 'environment' has a broader coverage than MNES or sections 341ZC & 341ZE (outlined below) and relates to environmental matters that are not necessarily formally listed. This provision can include the consideration of state or territory listed species and heritage values. The Act defines the environment as:

a. ecosystems and their constituent parts, including people and communities; and
b. natural and physical resources; and
c. the qualities and characteristics of locations, places and areas; and
d. heritage values of places; and
e. the social, economic and cultural aspects of a thing mentioned in paragraph (a), (b), (c) or (d).

Any actions which will or are likely to significantly impact the environment need to be assessed with respect to the potential significance of impacts on the environment generally. If potentially significant impacts are identified, opportunities for their avoidance, reduction, or management must be sought. A referral under Part 7 of the EPBC Act may also need to be considered.

3.1.1.3 SECTIONS 341S, 341V AND 341X

Section 341S of the EPBC Act requires the preparation of a Management Plan for a place on the CHL in accordance with the EPBC Regulations, which provide the Commonwealth Heritage Management Principles.

The Commonwealth and Commonwealth agencies must comply with the Management Plan (EPBC Act, Section 341V) and the responsible Commonwealth agency must undertake a review and update of the plan at least once every 5 years in accordance with Section 341X of the EPBC Act.

3.1.1.4 SECTION 341ZC

This section of the EPBC Act requires adverse impacts to the heritage values of a National or Commonwealth Heritage place to be avoided and minimised. This includes direct impacts from physical disturbance or could also include secondary impacts in the event of activities that would impact on the visual aspect, cultural importance, landscaping, or curtilage of an adjacent property.

3.1.1.5 SECTION 341ZE

This section of the EPBC Act applies if a Commonwealth agency sells or leases a Commonwealth area that is or includes part of a Commonwealth Heritage place. Finance must notify the Environment Minister of such an intent at least 40 business days prior to the transfer or sale and include in the sale or lease contract a covenant to protect the Commonwealth Heritage values of the place during the sale process and after the property has left Commonwealth control.

3.1.1.6 COMMONWEALTH HERITAGE LIST (CHL) CRITERIA

The CHL criteria are established under Section 341D(3) of the EPBC Act and provided in regulation 10.03A(2) of the EPBC Regulations. A place can be included on the CHL if it is found to be **significant** against one or more of the following criteria.

TABLE 3-1 COMMONWEALTH HERITAGE LIST CRITERIA

Assessment Criteria for the Commonwealth Heritage List
Criterion A The place has significant heritage value because of the place's importance in the course or pattern of Australia's natural or cultural history.
Criterion B The place has significant heritage value because of the place's possession of uncommon, rare or endangered aspects of Australia's natural or cultural history.
Criterion C The place has significant heritage value because of the place's potential to yield information that will contribute to an understanding of Australia's natural or cultural history.
Criterion D The place has significant heritage value because of the place's importance in demonstrating the principal characteristics of: A class of Australia's natural or cultural places; or A class of Australia's natural or cultural environments.
Criterion E The place has significant heritage value because of the place's importance in exhibiting particular aesthetic characteristics valued by a community or cultural group
Criterion F The place has significant heritage value because of the place's importance in demonstrating a high degree of creative or technical achievement at a particular period.
Criterion G The place has significant heritage value because of the place's strong or special association with a particular community or cultural group for social, cultural or spiritual reasons.
Criterion H The place has significant heritage value because of the place's special association with the life or works of a person, or group of persons, of importance in Australia's natural or cultural history.
Criterion I The place has significant heritage value because of the place's importance as part of Indigenous tradition.

The RAM is included on the CHL against criteria A, B, D, E, and G. The CHL citation is provided at Appendix A.

3.1.2 ABORIGINAL AND TORRES STRAIT ISLANDER HERITAGE PROTECTION ACT 1984

The *Aboriginal and Torres Strait Islander Heritage Protection Act 1984* protects significant Aboriginal areas and objects which are declared under the Act. The Act will take precedence over inconsistent State and Territory laws.

A significant Aboriginal area or object is defined as one that is of particular importance to Aboriginal people according to Aboriginal tradition. Declarations under the Act may be made by the relevant Minister on application by or on behalf of an Aboriginal or Torres Strait Islander person or group if the Minister is satisfied that the area or object is under serious and immediate threat of injury or desecration.

3.1.3 AUSTRALIAN CAPITAL TERRITORY (PLANNING AND LAND MANAGEMENT) ACT 1988 AND THE NATIONAL CAPITAL PLAN

All land in the ACT belongs to the Commonwealth and, under the *Australian Capital Territory Planning and Land Management Act 1988* (Commonwealth) (P&LM Act) is either:

- National land – managed by the Commonwealth; or
- Territory land – managed by the ACT Government under the *Planning and Development Act 2007* (PD Act).

National Land that is designated as land required for the special purposes of Canberra as the National Capital is administered by the NCA. Finance is responsible for National Land that is not administered by the NCA. The site sits within National land which is administered by the NCA.

The P&LM Act provides for the preparation of the National Capital Plan (NCP), which is to be administered by the NCA. The P&LM Act legislates the object of the plan: "to ensure that Canberra and the Territory are planned and developed in accordance with their national significance." To that end, the NCP outlines planning principles and policies, standards for the maintenance and enhancement of the National Capital and general aesthetic principles. The Commonwealth and ACT governments must not undertake an activity that is inconsistent with the NCP.

The NCP may also define Designated Areas, which are those that have special characteristics of the National Capital, and may also set out detailed conditions on planning, design, and development. Works within Designated Areas must be approved by the NCA, rather than the ACT Government.

The NCP can be accessed online at https://www.legislation.gov.au/F2007B00014/latest/text.

3.1.3.1 PLANNING FRAMEWORK: NATIONAL CAPITAL PLAN

The NCP is administered by the NCA and outlines planning principles and policies, standards for the maintenance and enhancement of the national capital, and general aesthetic principles. The Commonwealth and ACT governments must not undertake an activity that is inconsistent with the NCP. The NCP was updated in September 2024.

The Former Administration Building is located on National Land and is included within the Diplomatic Precinct (Yarralumla, Deakin and O'Malley) which is a Designated Area in the NCP (refer to Figure 3-1). Designated Areas are classified as areas that have the "special characteristics of the National Capital" (NCP 2025). These areas are subject to specific development guidelines under the NCP.

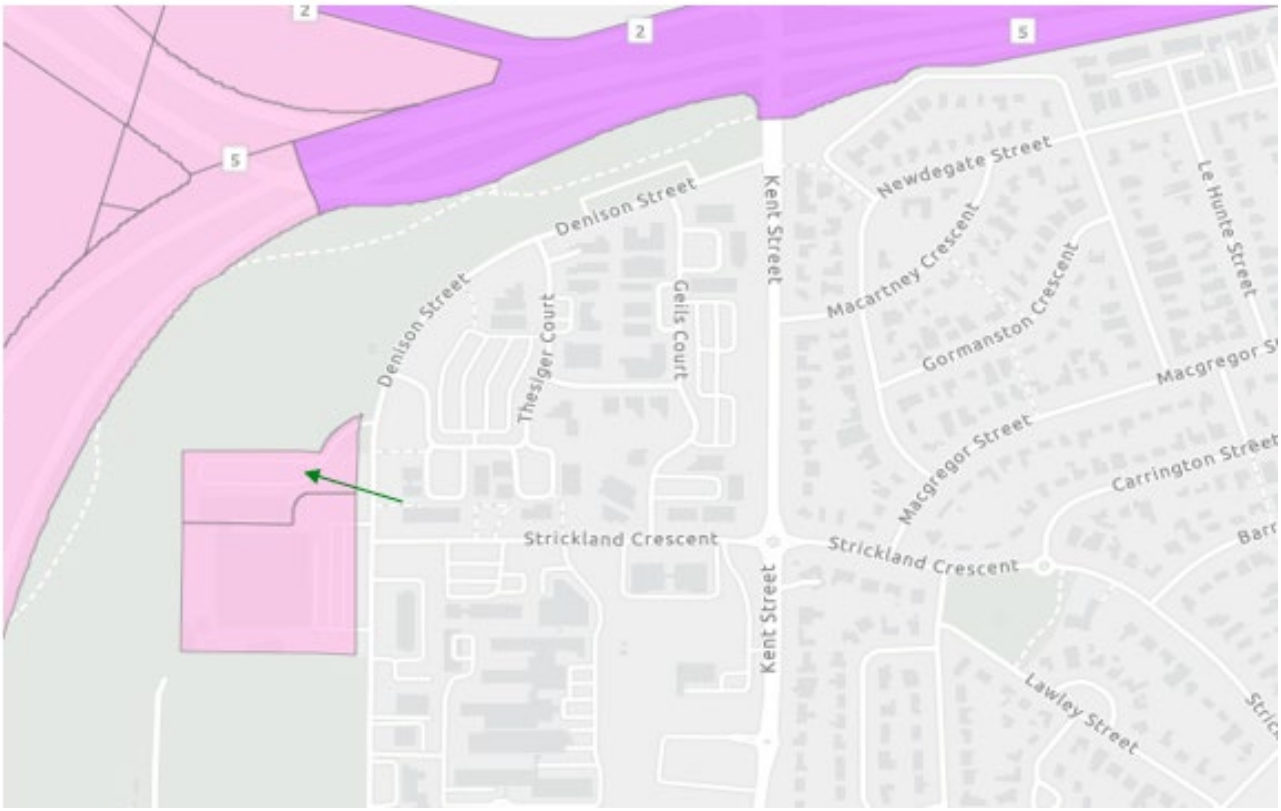


FIGURE 3-1 YARRALUMLA AND DEAKIN DIPLOMATIC PRECINCT LOCATION, RAM LOCATION SHOWN IN PINK, FORMER ADMINISTRATION BUILDING INDICATED BY GREEN ARROW (NCP 2025)

Diplomatic Precinct Code

Designated Areas are subject to specific policies; each designated area precinct is subject to its own code, the Diplomatic Precinct Code includes policies relating to building form and envelope and architectural requirements that apply to diplomatic missions, the Former Administration Building is subject to the Diplomatic Precinct's Land Use Policy which is detailed below.

Land Use

Land use for the Former Administration Building is designated as National Capital Use (refer to Figure 3-2) which is defined in the NCP as:

> *The use of any land, building or structure for the purpose of a work of special status and national interest. This includes the National Library, the National Gallery, the High Court, the National Archives, the National Museum of Australia, the Australian War Memorial, the Prime Minister's Residence, the Governor-General's Residence, the Australian National University, the Australian National Botanic Gardens, Commonwealth Offices needing prestigious locations, national memorials, National Association Offices as herein defined, a hospitality house or a Commonwealth Government conference centre and the like.*

In August 2018 an amendment to the NCP was approved (Amendment 90 – Block 5 Section 65 Deakin: Mint Administration Building) to change the land use policy of the Administration Building from National Capital Use only, to a mixed-use policy. The NCP (Vol. 4, Section 4.14.4) states that permitted land uses on sites identified for 'Mixed Use' are:

- National Capital Use
- Consulting Rooms (veterinary services restricted to small/domestic animals only)
- Health Centre
- Office.

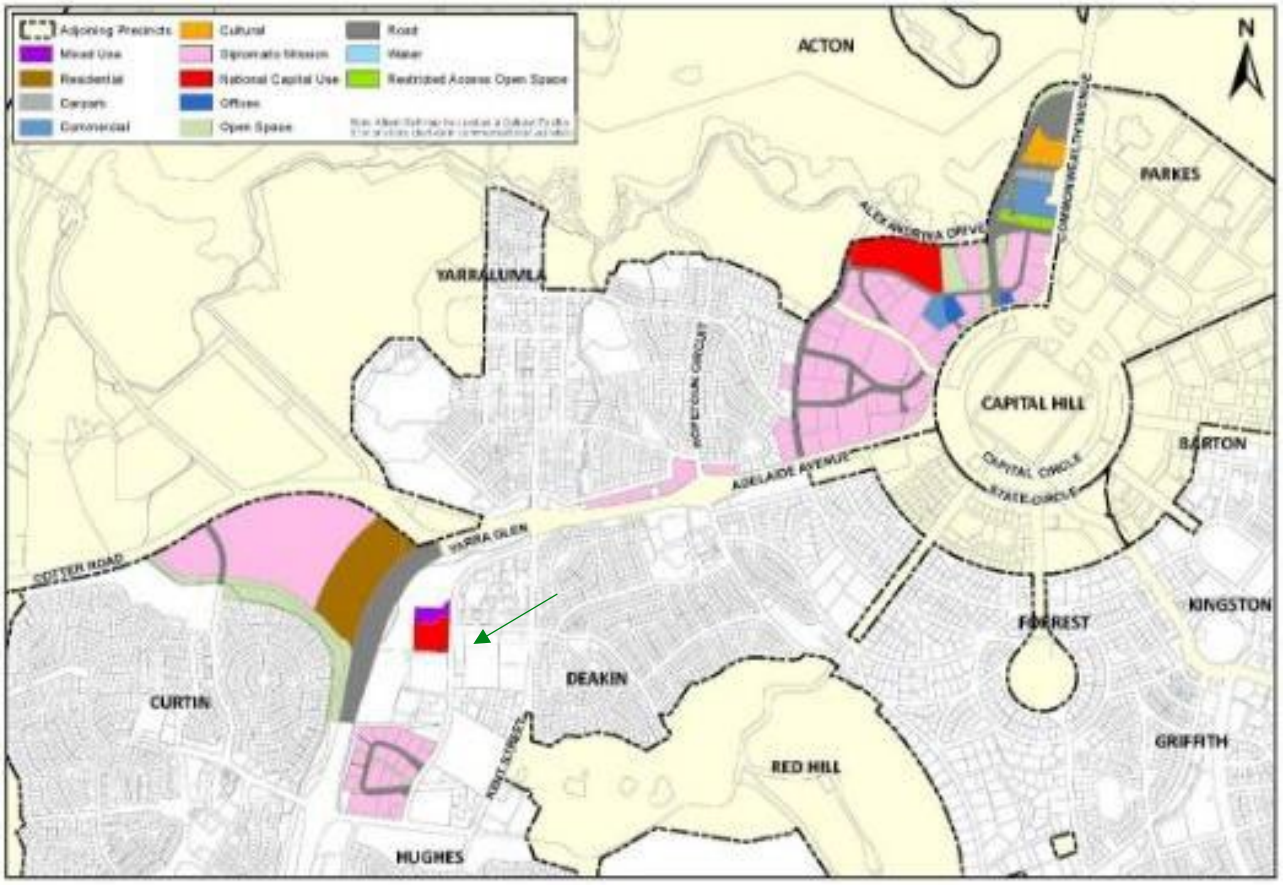


FIGURE 3-2 LAND USE FOR THE YARRALUMLA AND DEAKIN DIPLOMATIC PRECINCT, FORMER ADMINISTRATION BUILDING AREA (MIXED USE) INDICATED BY GREEN ARROW (NCP 2025)

3.1.3.2 APPROVALS UNDER THE NATIONAL CAPITAL PLAN

Current information regarding NCA Works Approvals is available on their website at https://www.nca.gov.au/planning/works-approval# (as of May 2025).

3.1.4 NATIVE TITLE ACT 1993

Section 211 of the *Native Title Act 1993* provides that holders of native title rights covering certain activities do not need authorisation required by other laws to engage in those activities. At present, the Former Administration Building is not subject to a native title determination; however, if native title is determined to exist over the site in the future, the native title holders would have the rights recognised in the determination.

3.1.5 DISABILITY DISCRIMINATION ACT 1992

The *Disability Discrimination Act 1992* (DDA) makes it unlawful to discriminate against people with disabilities and aims to remove the direct and indirect barriers preventing equal opportunities for disabled persons, and thus their full participation in the community.

This Act relates to the provision of goods and services, access to facilities, and physical access to public places. Section 23 of the Act states it is unlawful to discriminate against another person on the grounds of another person's disability in connection with access to premises. Section 29A of the Act has the effect that it is not unlawful for a person to discriminate against another person on the grounds of a disability in connection with access to premises if avoiding the discrimination would impose unjustifiable hardship on the discriminator.

Unjustifiable hardships in complying with the requirements of the National Construction Code (NCC) may include financial impacts as well as adverse heritage impacts. If strict adherence to these requirements is likely to cause adverse heritage impacts to significant fabric, then alternative means of meeting the objectives of the codes/legislation should be investigated.

3.1.6 NATIONAL CONSTRUCTION CODE OF AUSTRALIA

The NCC is published and maintained by the Australian Building Codes Board.

It contains technical provisions for the design and construction of buildings and other structures throughout Australia and is given legal effect by building regulatory legislation in each state and territory.

The NCC covers such matters as structure, fire resistance, access and egress, services and equipment, and certain aspects of health and amenity. The operation of parts of the NCC is varied by ACT building regulations.

3.1.7 COPYRIGHT ACT 1968

The information provided in this section has been drawn from the Copyright Agency's website:

www.copyright.com.au/about-copyright/copyright-basics/moral-rights

There are legal obligations to attribute (credit) creators, and not to treat their work in a derogatory way. Moral rights are rights provided to creators, including architects, under copyright law to protect both their reputation and the integrity of their work. In Australia, moral rights were introduced in December 2000 through an amendment - the *Copyright Amendment (Moral Rights) Act 2000*. This legislation provides creators with 3 rights:

- the right of attribution of authorship;
- the right not to have authorship of their work falsely attributed; and
- the right of integrity of authorship. This protects creators from their work being used in a derogatory way that may negatively impact on their character or reputation.

Moral rights (except in relation to a cinematographic film) last for the same time as copyright in a work, the term of which is usually the creator's life plus 70 years.

3.2 TERRITORY LEGISLATION AND PLANNING

ACT legislation and planning controls may apply to certain activities while the RAM remains in Commonwealth control. All ACT requirements would apply in the event of a change of land tenure to Territory Land and change of lease to a non-Commonwealth agency.

3.2.1 ACT HERITAGE ACT 2004

The *Heritage Act 2004* (ACT) protects the natural and cultural history of the ACT through protection provisions and the establishment of a Heritage Council. This Act was updated with the *Heritage Amendment Act 2020* (ACT).

The *Heritage Act 2004* (ACT) would apply to Former Administration Building in the event that the property is removed from the CHL. Guidance on managing this type of change is provided at Section 7.4 of this plan. While the site remains National Land and leased by a Commonwealth agency, the requirements of the *Heritage Act 2004* (ACT) provide relevant information in the event that change of the tenure of the property and lessee is considered in the future.

The *Heritage Act 2004* (ACT) outlines 8 criteria for the identification and assessment of heritage values. The criteria are used to identify places with heritage significance and include a ranking system. Places assessed against one or more criteria as being of Territory significance can be included on the ACT Heritage Register.

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 is important to the course or pattern of the ACT's cultural or natural history;

b) it has uncommon, rare or endangered aspects of the ACT's cultural or natural history;

c) it has potential to yield information that will contribute to an understanding of the ACT's cultural or natural history;

d) it is important in demonstrating the principal characteristics of a class of cultural or natural places or objects;

e) it is important in exhibiting particular aesthetic characteristics valued by the ACT community or a cultural group in the ACT;

f) it is important in demonstrating a high degree of creative or technical achievement for a particular period;

g) it has a strong or special association with the ACT community, or a cultural group in the ACT for social, cultural or spiritual reason; and/or

h) it has special association with the life or work of a person, or people, important to the history of the ACT.

3.2.1.1 ACT HERITAGE (REPRESENTATIVE ABORIGINAL ORGANISATIONS) DECLARATION 2006 (NO 1)

Under the *Heritage Act 2004* (ACT) (Section 14), this instrument provides for the scope of consultation with declared ACT Representative Aboriginal Organisations (RAOs).

3.2.1.2 HERITAGE AND DEVELOPMENT IN THE ACT

The following information is provided in the event that the site is divested from Commonwealth ownership; ACT legislation would apply and the site would be nominated for inclusion on the ACT Heritage Register.

The ordinary definition of 'development' under the *Planning Act 2023* (ACT) is broadened where the land to be developed is in an urban lease area and it is registered or nominated for registration under the Heritage Register. In this circumstance, any works that would affect the landscape of the land are considered to be 'development' and therefore must follow the development process.

For development for which an Environmental Impact Assessment (EIA) is required, consideration must be given to the heritage significance of the land including the surrounding land.

Development applications that have potential to damage heritage items listed on the ACT Heritage Register are sent from ACT Planning and Land Authority to the Heritage Council for advice.

3.2.2 TERRITORY PLAN

The Territory Plan has been revised by the ACT Government, with the most recent version coming into effect on 27 September 2024. The revised Territory Plan does not affect the Parliamentary Zone, as it does not apply to Designated Land under the NCP, National Land, or land used by or on behalf of the Commonwealth.

3.3 NON-STATUTORY CONSIDERATIONS

3.3.1 THE BURRA CHARTER 2013

The Australian ICOMOS Charter for the conservation of places of cultural significance (the Burra Charter) was issued in 2013 and sets a standard of practice for those who provide advice, make decisions about, or undertake works to places of cultural significance including owners, managers, and custodians. The Charter provides specific guidance for physical and procedural actions that should occur in relation to significant places.

A copy of the charter can be accessed online at https://australia.icomos.org/.

3.3.2 AUSTRALIAN NATURAL HERITAGE CHARTER

The Australian Natural Heritage Charter is a distillation of best practice conservation principles for Australia, based on the consensus of a broad range of experts. It aims to assist everyone with an interest in natural places to establish their natural heritage values and manage them. It can be applied to a wide range of places whether terrestrial, marine, or freshwater. It offers a framework for making sound decisions for managing and restoring natural heritage places based on the ecological processes which occur in natural systems. It also provides a process that can be used to support and implement local, state and territory, national and international policies, agreements, strategies, and plans. It does not replace statutory obligations.

3.3.3 ASK FIRST

The Australian Heritage Commission document Ask First: a Guide to Respecting Indigenous Heritage Places and Values, issued in 2002, provides a practical guide for land developers, land users and managers, cultural heritage professionals, and many others who may have an impact on Indigenous heritage. The Ask First guidelines are considered the national best practice guidelines for cultural heritage management. This guideline sets out principles and processes to encourage the consultation with and active involvement of Indigenous people in the identification, conservation, and management of Indigenous Cultural Heritage. In particular, the document emphasises that Indigenous people should be the determinants of the significance of places in accordance with their culture.

The Ask First guidelines can be accessed from: https://culturalheritage.org.au/resource/ask-first-a-guide-to-respecting-indigenous-heritage-places-and-values/

3.3.4 INTERIM ENGAGING WITH FIRST NATIONS PEOPLE AND COMMUNITIES ON ASSESSMENTS AND APPROVALS UNDER THE EPBC ACT

The interim guidance was issued in 2023 and outlines the statutory obligations that apply to, and the Department's expectations of, proponents engaging with First Nations people and communities under the EPBC Act, and updates the Engage Early: Guidance for proponents on best practice Indigenous engagement for environmental assessments under the EPBC Act (2016). This guidance applies to proponents undertaking referral, assessment and approval processes under Chapter 4 of the EPBC Act.

The interim guidance document is available at:
https://www.dcceew.gov.au/environment/epbc/publications/engage-early

3.3.5 REGISTER OF THE NATIONAL ESTATE

The Register of the National Estate (RNE) is now an archive of information about more than 13,000 places throughout Australia including many places of local or state significance. The RNE was closed in 2007 and is no longer a statutory list. The closure of the RNE does not diminish protection of Commonwealth Heritage places. The RNE is maintained on a non-statutory basis as a publicly available archive and educational resource. RNE places can be protected under the EPBC Act if they are also included in another Commonwealth statutory heritage list or are owned or leased by the Commonwealth. In addition, places in the RNE may be protected under appropriate state, territory, or local government heritage legislation.

3.3.6 NATIONAL TRUST OF AUSTRALIA (ACT)

The National Trust of Australia has been gathering information about heritage places in Australia for more than 3 decades and has a list of heritage places including individual buildings, precincts, natural environment places, or culturally significant artefacts. These listings do not attract any legal protection for a place, nor do they put the owner of a listed place under any legal obligation.

4. SITE OVERVIEW

4.1 SITE DESCRIPTION

The RAM comprises 2 separate buildings:

- the Former Process Building (also referred to as "The Mint" building), which is used by the Commonwealth for the minting of currency and as a tourist attraction (Photograph 4-1), and has a number of ancillary buildings; and
- the Former Administration Building (also referred to as "60 Denison Street" and the subject of this plan) which has been divested by Finance in 2021 and is currently occupied by Questacon for administration purposes and the Ian Potter Foundation Technology Learning Centre (Photograph 4-2).



PHOTOGRAPH 4-1 FORMER PROCESS BUILDING



PHOTOGRAPH 4-2 FORMER ADMINISTRATION BUILDING

4.1.1 SETTING AND VIEWS

The RAM is bounded to the east by both Denison Street and development, associated with health and commercial facilities. The Former Administration Building is located north of the Process Building on the RAM site. A carpark is located immediately to the north of the Former Administration Building and land to the north and west comprises sports fields and cleared land. This affords expansive views to much of the RAM site. Key views are shown in Figure 4-1 and additional discussion is included in Appendix D.



PHOTOGRAPH 4-3 VIEW TO THE FORMER ADMINISTRATION BUILDING (FOREGROUND) AND THE PROCESS BUILDING (BACKGROUND) FROM DENISON STREET



PHOTOGRAPH 4-4 ACCESS DRIVEWAY FROM TO THE FORMER ADMINISTRATION BUILDING FROM DENISON STREET



PHOTOGRAPH 4-5 VIEW TO THE SPORTS FIELD AND OPEN SPACE LOCATED NORTH AND WEST OF THE FORMER ADMINISTRATION BUILDING



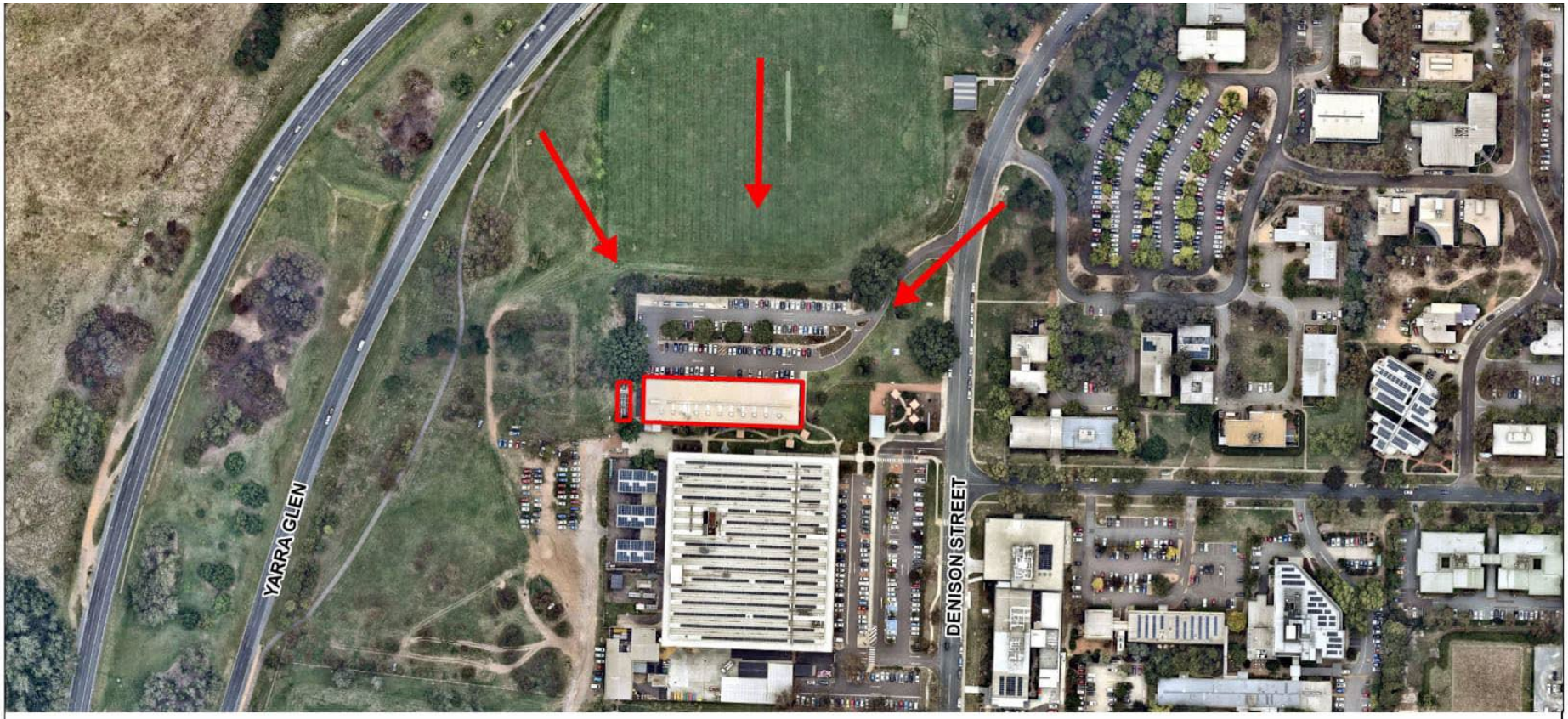
PHOTOGRAPH 4-6 MAIN ACCESS DRIVEWAY TO THE FORMER ADMINISTRATION BUILDING FROM DENNISON STREET



PHOTOGRAPH 4-7 THE MAIN DRIVEWAY ENTRANCE TO THE PROCESS BUILDING/MINT



PHOTOGRAPH 4-8 VIEW TO THE FORMER ADMINISTRATION BUILDING FROM THE CARPARK TO THE NORTH OF THE BUILDING


YARRA GLEN
DENISON STREET
Legend
Site Buildings
Source:
Nearmap imagery 18th February 2025
Coordinate System:
GDA 1994 MGA Zone 55
Date: 30/04/2025
Created By: IY
Drawing Size: A4
0 50 100m
1:3,000
FIGURE 4-1 Significant Views
Royal Australian Mint HMP
Former Administration Building
Dawson Commercial
ERM
0762239_RAMAdmin_HA_R0.aprx

4.1.2 RAM SITE CONTEXT

The RAM is a developed site, dominated by the 2 core buildings, the centrally positioned Process Building and the smaller the Former Administration Building, positioned to the north of the Process Building.

The north-eastern corner of the site is landscaped and features a small number of trees and shrubs, a grassed space, signage for Questacon who lease the Former Administration Building, a barbeque/seating area with a bark mulch surface, the sprinkler room, and an area of exposed red brick fines.

A carpark is positioned between the Former Administration Building and the northern site boundary. A second, larger bituminised car park is located to the east of the Process Building, and a privet hedge along the site's eastern boundary separates this carpark from Denison Street. A gas meter storage block is sited adjacent to the southernmost driveway at the eastern site boundary.

A loading dock and associated storage structures are sited to the south of the Process Building, and the waste water treatment plant occupies the south-western corner of the site. Open bituminised areas currently used for storage sheds flank the western side of the Process Building and the chiller unit is sited to the west of the Former Administration Building.

4.2 FORMER ADMINISTRATION BUILDING

The Former Administration Building comprises 2 levels and a basement. Overall, the building exemplifies key characteristics of the late Twentieth Century Stripped Classical architectural style, including symmetrical massing, considered proportions, central entrance, regular bays with height exceeding width, a colonnade reflecting classical peristyle, recessed entrance and windows, use of steel and reinforced concrete, and a horizontal skyline.

4.2.1 EXTERIOR GENERAL DESCRIPTION

The Former Administration Building has a rectangular footprint, is constructed in steel and reinforced concrete, and is clad in sandstone with white/grey marble clad column-like elements forming a series of 'bays' across the structure (Photograph 4-10). The roof is flat, clad in Colorbond, and has large overhangs and projecting eaves all around. This forms an open colonnade at the northern elevation (Photograph 4-11), featuring slender terrazzo columns with bronze and aluminium rebated bases and capitals all sitting on a flared terrazzo base. Lights were originally affixed under the eaves, however due to costs associated with maintaining and using the lights, they and the associated fixtures have been removed and replaced with red-coloured panels.



PHOTOGRAPH 4-9 NORTHERN FAÇADE OF THE FORMER ADMINISTRATION BUILDING WITH CENTRAL RECESSED ENTRANCE AND PANELLED EAVES



PHOTOGRAPH 4-10 VIEW WEST ALONG THE OPEN COLONNADE



PHOTOGRAPH 4-11 BASE OF COLUMNS

4.2.1.1 NORTHERN ELEVATION

The symmetrical northern elevation features a central recessed entrance (Photograph 4-13), which was the original formal entrance to the building. Original elements of the entry doors are extant, including steel security grilles and aluminium panelled sliding double doors. These are currently non-operational but are visible behind the modern automatic glass sliding doors and Perspex signage which has been installed (Photograph 4-14). Historical photographs show that hinged glass doors were originally installed at the entry (Photograph 4-46). Above the double entry door is a bronze coat of arms and lettering 'ROYAL AUSTRALIAN MINT'. Sandstone steps access the entrance, and a ramp has been added to comply with DDA requirements.

The building's northern and southern façades are rhythmically fenestrated, with recessed aluminium framed windows, which are fixed pane with a hopper window above. The windows originally had metal bar security grilles at ground level, however these were removed during refurbishments in 2009-10 (Woodhead 2012). One example has been retained at the northern elevation (Photograph 4-15).



PHOTOGRAPH 4-12 NORTHERN ELEVATION OF THE FORMER ADMINISTRATION BUILDING. THE RAMP ACCESS VISIBLE AT THE FRONT OF THE BUILDING WAS A LATER ADDITION FOR DDA COMPLIANCE



PHOTOGRAPH 4-13 CENTRAL RECESSED ENTRANCE TO THE FORMER ADMINISTRATION BUILDING ON THE NORTHERN ELEVATION WITH COAT OF ARM ABOVE THE DOORS



PHOTOGRAPH 4-14 QUESTACON SIGNAGE, WITH ORIGINAL ELEMENTS BEHIND AT THE ENTRANCE TO THE FORMER ADMINISTRATION BUILDING



PHOTOGRAPH 4-15 ALUMINIUM FRAMED WINDOWS, WITH RETAINED EXAMPLE OF ORIGINAL SECURITY GRILLE ON THE NORTHERN FAÇADE

4.2.1.2 EASTERN ELEVATION

The eastern façade is clad in sandstone, but without the marble clad elements. The eastern façade has one window and a secondary entrance to the building with marble reveal, sandstone steps and metal double doors (original) with bronze coat of arms above (Photograph 4-17). This was designed to be the staff entrance to the building (Woodhead 2012).



PHOTOGRAPH 4-16 EASTERN FAÇADE OF THE FORMER ADMINISTRATION BUILDING



PHOTOGRAPH 4-17 EASTERN FAÇADE

4.2.1.3 SOUTHERN ELEVATION

The eastern end of the southern façade has the same architectural design and features as the northern façade. This end is generally unaltered; however, the western end of the southern façade has been subject to alterations.

A link building formerly connected the 2 RAM buildings, reminiscent of the original planning which required access to the Process Building via the formal entry of the Former Administration Building. This connection, removed in 2009, is shown in historical imagery in Photograph 4-23 below. Following removal of this corridor, a fire escape has been created on the Former Administration Building, the façade partially reinstated including covering of windows with aluminium louvre panels (Photograph 4-20), and the ground between the 2 buildings has been landscaped (following trenching works for separation of services between the buildings in 2018) (Photograph 4-19). An air drain has been installed at ground level along the southern elevation.

A loading dock and goods lift (Photograph 4-21) have been constructed at the westernmost end of the southern façade (c2011), and an exterior fire escape and plant room are adjacent the goods lift (Photograph 4-22). Whilst these elements are intrusive, they are necessary for the functions of the tenant and are generally considered to be of a somewhat sympathetic design, incorporating sandstone and marble cladding or sandstone-coloured surfaces, security grilles resembling those formerly used on the windows, and strong vertical/horizontal forms.



PHOTOGRAPH 4-18 VIEW TO NEW LANDSCAPING BETWEEN THE FORMER ADMINISTRATION BUILDING (RIGHT) AND THE PROCESS BUILDING (LEFT)



PHOTOGRAPH 4-19 LANDSCAPED SPACE IN BETWEEN THE FORMER ADMINISTRATION BUILDING AND THE PROCESS BUILDING



PHOTOGRAPH 4-20 FIRE ESCAPE AND ALUMINIUM LOUVRE WINDOW PANELS ON THE SOUTHERN ELEVATION



PHOTOGRAPH 4-21 LOADING DOCK AND GOODS LIFT AT THE SOUTHWEST CORNER



PHOTOGRAPH 4-22 EXTERNAL FIRE ESCAPE, STAIRS AND PLANT ROOM ACCESS ON THE SOUTHERN ELEVATION OF THE FORMER ADMINISTRATION BUILDING



PHOTOGRAPH 4-23 FORMER CORRIDOR (RED ARROW) CONNECTING THE 2 RAM BUILDINGS (GOOGLE EARTH PRO IMAGERY 31/3/2008 WITH ERM OVERLAY)

4.2.1.4 WESTERN ELEVATION

The western façade is clad in sandstone and is devoid of any other features below the eaves. The space at the western side of the Former Administration Building is used for placement of industrial bins. Concrete kerbing has been placed adjacent to the building to prevent the bins from damaging the façade (Photograph 4-24).



PHOTOGRAPH 4-24 WESTERN ELEVATION OF THE FORMER ADMINISTRATION BUILDING

4.2.2 INTERIOR GENERAL DESCRIPTION

The Former Administration Building is currently tenanted by Questacon, for the preparation of exhibitions and training of science show presenters. The facility was previously open to the public three part-days per week. It is now only available for school groups who make special bookings. The 2006-2009 refurbishments resulted in significant changes to the interior of the building, including removal of partition walls and ceilings (Woodhead 2012).

The entrance to the building leads to a foyer that extends as an atrium over half the width of the building. The balance of this space is below the upper floor and was originally a visitors' waiting area and coin museum (Photograph 4-25, Photograph 4-26, and Photograph 4-27). The floor finish in the foyer area is marble, with marble cladding on the walls. The ceiling has been removed, leaving the services exposed (Photograph 4-26). A marble inlay on the floor interprets the location of the former entry to the coin museum.

A reception office is at the immediate right of the entrance (western wall), and an original clock is still extant. Historic images suggest that this clock is not in its original position (Photograph 4-27). Further along the western wall is bronze lettering set into the wall, commemorating the opening of the RAM in 1965. Below this, a plaque was installed in 2014, commemorating the adaptive reuse and opening of the building as the Ian Potter Foundation Technology Learning Centre (Photograph 4-31). At the time of site inspection, the lettering and plaque were obscured by a Questacon exhibit.

Windows throughout the ground and upper floors are generally original and intact, including terrazzo sills in the workshop areas and marble sills and reveals to those in the foyer area. A centrally positioned corridor spans the length of the building on the ground floor, and the balance of the space is comprised of plant rooms, workshops, and offices which have been formed through the use of removable partitioning.



PHOTOGRAPH 4-25 FOYER, 1960S, WITH COIN MUSEUM ENTRANCE AT LEFT (COLLECTION OF THE RAM)



PHOTOGRAPH 4-26 THE FOYER AS IT APPEARS CURRENTLY



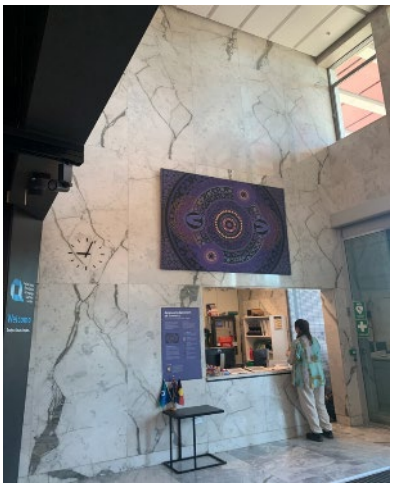
PHOTOGRAPH 4-27 COIN MUSEUM, WITH CLOCK AT BACK (EAST) OF ROOM (COLLECTION OF THE RAM)



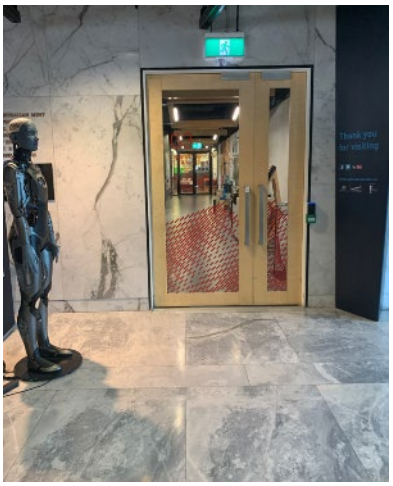
PHOTOGRAPH 4-28 ORIGINAL CLOCK



PHOTOGRAPH 4-29 FOYER FACING NORTH



PHOTOGRAPH 4-30 FOYER FACING NORTH-WEST

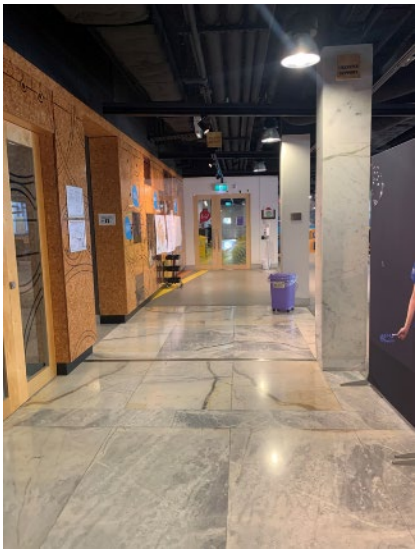


PHOTOGRAPH 4-31 DOOR NORTH FROM FOYER. COMMEMORATIVE LETTERING TO THE LEFT

The ceiling at the upper level in the atrium/foyer area is panelled plaster with inset fluorescent lights (Photograph 4-35), replicating the original ceiling, which is understood to have been removed during refurbishments between 2006 and 2009 due to the presence of hazardous materials (Woodhead 2012).



PHOTOGRAPH 4-32 ENTRANCE TO COIN MUSEUM, 1960S (COLLECTION OF THE RAM)



PHOTOGRAPH 4-33 ENTRANCE FROM THE FORMER COIN MUSEUM TO THE CURRENT ACTIVITIES ROOM

An original timber staircase to the building's upper level is at the immediate left of the entry (Photograph 4-34, Photograph 4-35, Photograph 4-36, Photograph 4-37). It has timber treads, steel spine, and custom designed bronze balustrade and posts. The staircase has been enclosed by partitioning to allow for access to the upper floor to be restricted to individuals with appropriate security passes (Photograph 4-36).



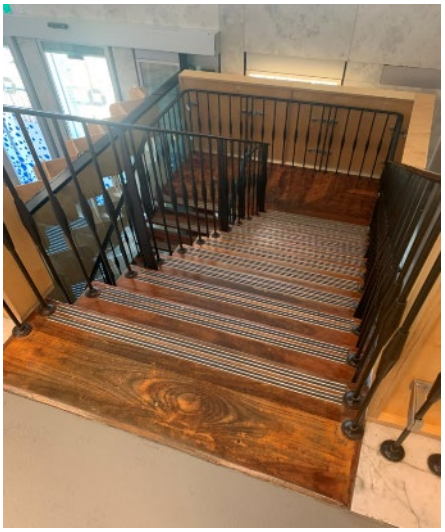
PHOTOGRAPH 4-34 STAIRCASE AND FOYER ATRIUM, 1960S (COLLECTION OF THE RAM)



PHOTOGRAPH 4-35 STAIRCASE, HIDDEN BEHIND PROMOTIONAL INSTALLATION

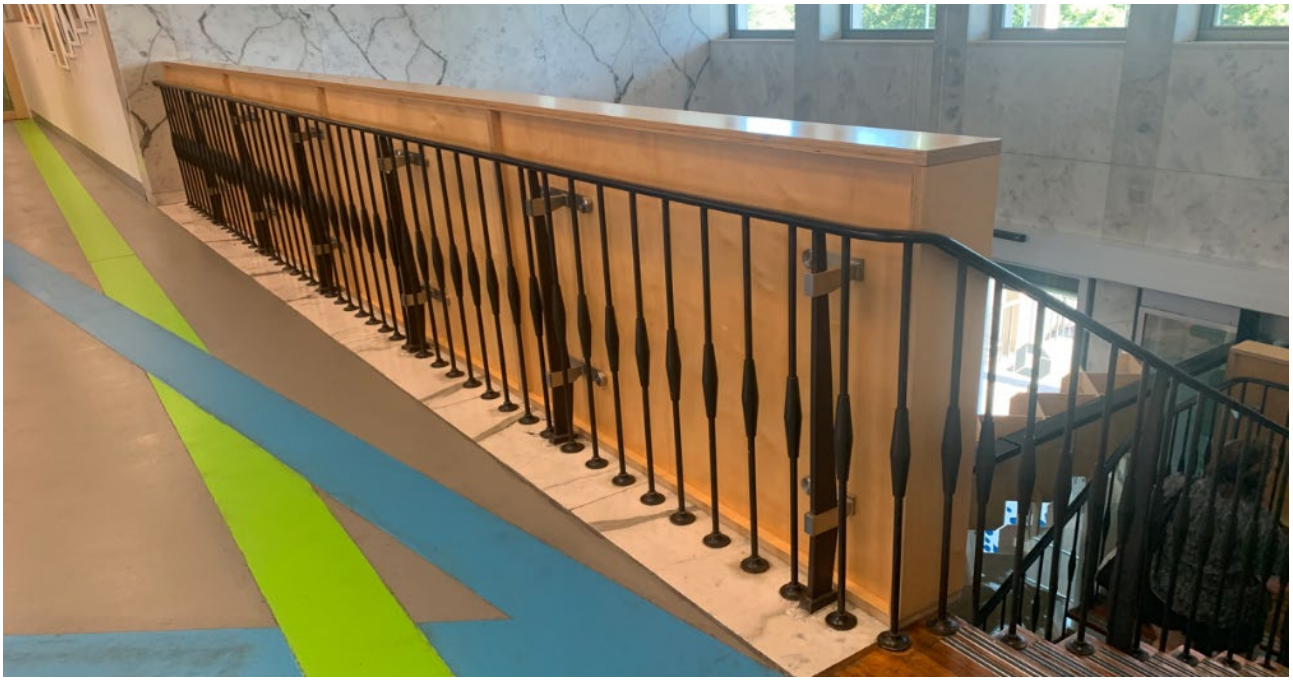


PHOTOGRAPH 4-36 SECURITY PARTITIONING AROUND ORIGINAL STAIRCASE



PHOTOGRAPH 4-37 VIEW OF ORIGINAL STAIRCASE IN ENTRANCE FOYER

The staircase balustrade at the upper floor did not meet current Building Code of Australia (BCA) requirements and has been modified with the inclusion of removable timber panels to afford a safe height. The timber panels rest on the floor and are held in place with steel brackets that wrap around the balusters (Photograph 4-38). These do obscure the original balustrade, however create a 'tie in' appearance with the other timber elements of the upper floor and have been designed in a way as to be removable without damage to original fabric.



PHOTOGRAPH 4-38 TIMBER PANELLING ADDED TO UPPER-LEVEL BALUSTRADE, ALSO SHOWING INTERNAL MARBLE CLADDING

The staircase and atrium open to a kitchen area on the upper floor, flanked by a communal workspace and a lunchroom. The kitchen has been created by the use of lightweight timber partitions, matching that used on the balustrade (Photograph 4-39).

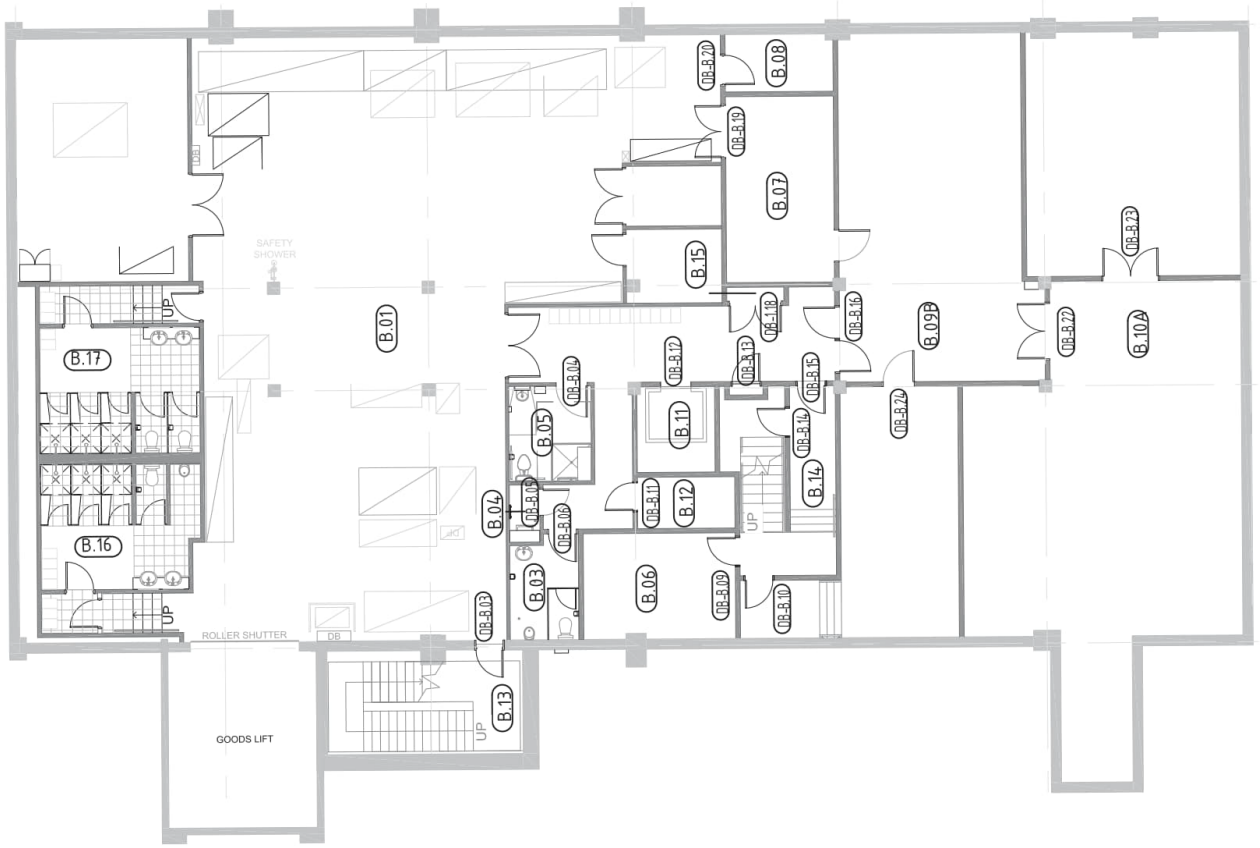


PHOTOGRAPH 4-39 CAFÉ SEATING, SERVING AND PREP AREAS AT UPPER LEVEL

Similar to the ground level, the balance of the space at the upper level is comprised of the central corridor, offices with modern fit out, and plant rooms.

The basement level is utilitarian, and contains condenser units, servers, hot water systems, boilers, and amenities.

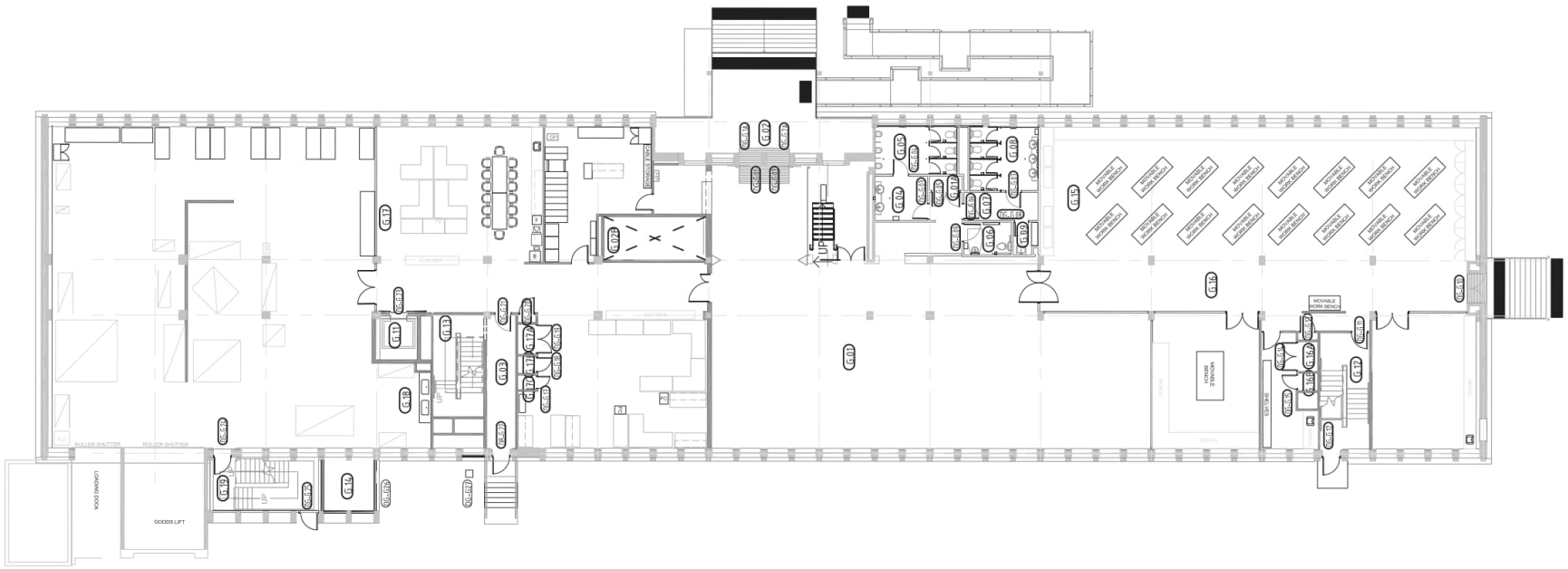
The floor plans for the Former Administration Building are at Figure 4-2 to Figure 4-4.



Date: 22/06/2026
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Drawing Size: A3

FIGURE 4-2 Former Administration Building – Basement Floor Plan

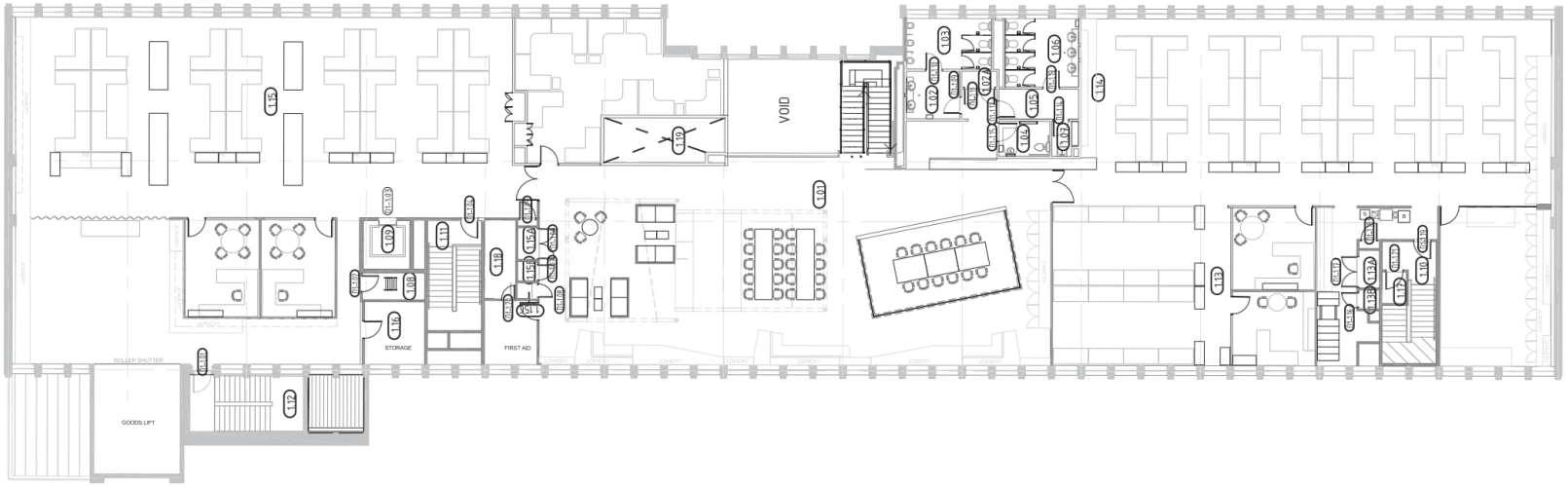
Royal Australian Mint HMP
Former Administration Building
Dawson Commercial



Date: 22/06/2026
Created by: EM
Drawing Size: A3

FIGURE 4-3 Former Administration Building — Ground Floor Plan

Royal Australian Mint HMP
Former Administration Building
Dawson Commercial



Date: 22/06/2026
Created by: EM
Drawing Size: A3

FIGURE 4-4 Former Administration Building — Upper Level Floor Plan

Royal Australian Mint HMP
Former Administration Building
Dawson Commercial

4.3 ANCILLARY BUILDINGS

There are a number of ancillary buildings at the RAM site, the majority are noted in the HMP for the Process Building, one is associated with the Former Administration Building. The chiller unit is located to the west of the Former Administration Building and was constructed during refurbishments to the RAM site in 2009.



PHOTOGRAPH 4-40 THE CHILLER UNIT AS VIEWED FROM THE SOUTH.

4.4 SITE CHRONOLOGY

A detailed history of the Former Administration Building, in the context of the development of Canberra, is presented in Appendix G. The following section provides a brief historical summary followed by a site chronology and brief pictorial history for historical context of the Site.

The RAM site was designed by the Commonwealth of Australia's Department of Works from their NSW office in Sydney in 1963 (in association with Sydney architects, J.S. Whitelock and Keith Sawdy Architects).

The final design for the RAM buildings' facades and external treatments display a strong sense of symmetry and proportion that is both exemplar and typical of the 'Stripped Classical' style. Construction of the 'Royal' Australian Mint commenced in 1964. The finished buildings cost $5 million (in 1965) with an additional $4 million spent on equipment.

His Royal Highness, the Duke of Edinburgh, officially opened the Royal Australian Mint on 22 February 1965.

The Former Administration Building was the original entrance to the Mint, it served as an entry foyer with a coin museum for visitors to peruse before heading into the Process Building to see the coin making operations via a linking structure on the southern side of the Former Administration Building.

4.4.1 1984-1987 REFURBISHMENT

By 1984 over 8.5 billion coins had been struck by the RAM and it had become necessary to refurbish the factory area. The old circulating coining hall was converted into a dust-free proof coining hall that has been the centrepiece of what was a modern proof coin manufacturing area.

Major refurbishments, including new visitor facilities, were undertaken from 1984-87 and the Mint was reopened to the public in 1988.

Between 1986 and 2005 only minor incremental improvements were carried out on the buildings and equipment. Engineering changes were made to improve overall efficiency and to remove environmentally hazardous materials such as Freon and asbestos.

4.4.2 2009-2012 FORMER ADMINISTRATION BUILDING REFURBISHMENT

Refurbishment of the RAM site was first announced by the Government in the 2005-06 Budget and was subsequently approved by the Parliamentary Standing Committee on Public Works in October 2005. The $66.4 million refurbishment project included moving all of the RAM's administrative, business, and retail operations into the Former Process Building. During 2009-11, the Department of Finance then carried out refurbishment of key building services of the Former Administration Building including mechanical, electrical, and hydraulic systems. The internal fabric of the building was also altered in preparation for a new tenant.

Internal refurbishment to the building (possibly around this time) included the removal of almost all original partition walls except those directly adjacent to the main entrance and the stairwells. Original windows were refurbished and the steel security grilles removed from all openings except the front entrance.

Following a lease agreement between Finance and the (then) Department of Innovation, Industry, Science and Research (currently the Department of Industry, Innovation, Climate Change, Science, Research and Tertiary Education) represented by Questacon, during 2011 the internal fabric of the building was further altered with dedicated and client-specific fit out to meet Questacon's requirements.

The marble lined walls and floors of the building's original entrance have been substantially retained as have the original stainless steel panelled entrance doors.

Externally, Finance installed a Goods Lift, Loading Dock, and Dock Leveler to accommodate Questacon's delivery requirements, and reconfigured the carpark to accommodate visitors. Questacon moved into the Former Administration Building in November / December 2012.

Finance divided the RAM site in 2 and divested the Former Administration Building under a Crown Lease in 2021 to Collective Capital Investment.

4.4.3 2013-2025 MAINTENANCE

No major work has been completed on the Former Administration Building since 2012. External and internal maintenance continues to be undertaken on a regular basis.

Table 4-1 below provides an overview of the key events in the history of the Former Administration Building.

4.4.4 FORMER ADMINISTRATION BUILDING

TABLE 4-1 FORMER ADMINISTRATION BUILDING CHRONOLOGY

Date	Event
1927	Establishment of Canberra as the National Capital.
1943	The Commonwealth proposed the establishment of an Australian Mint. WA and NSW were reportedly opposed to the proposal to establish an Australian (national) Mint and progressively closed the existing mints in Sydney, Melbourne, and Perth.
1954	Proposed Mint site at Parkes, ACT rejected.
1958	National Capital Development Commission (NCDC) established.
1958	Cabinet agreed to establish new Mint in Canberra.
1960	Cabinet told Mint is an odious factory not suitable for the Parliamentary Triangle zone of Canberra.
1962	Site and architecture of the new Mint under consideration by Government.
1962	'Royal' prefix question raised with High Commissioner to London on behalf of Prime Minister Robert Menzies.
1963	Concept Designs prepared and submitted to Cabinet.
1964	Construction commenced.
1965	New Royal Australian Mint opened on 22 February 1965 by HRH Prince Phillip, Duke of Edinburgh.
1984-87	Refurbishment programme underway including new visitor facilities.
1988	Refurbishment programme completed.
1989	The NCDC was abolished in 1989, following the introduction of self- government to the Australian Capital Territory and the NCA (initially called the National Capital Planning Authority) was established to represent the Commonwealth's interest in the planning and development of the National Capital.
2006	Refurbishment works project commenced, incorporating transfer of all RAM administrative operations into the Process Building.
2009	Refurbishment of Process Building completed.
2009-2012	Refurbishment of key building services of the Former Administration Building including mechanical, electrical, and hydraulic systems were completed in 2009-10. Tenant fit out refurbishments of Administration Building throughout 2011 included the installation of a goods lift and dock leveller. Practical completion and handover of the goods lift and dock leveller was 16 November 2012.
2012	Questacon moved into the Former Administration Building in November / December 2012.
2014	The Former Administration Building was renamed the Ian Potter Foundation Technology Learning Centre by the then Prime Minister, Honourable Tony Abbott, on 29 October 2014.
2021	The Former Administration Building was divested under a Crown Lease.

4.4.5 HISTORICAL PHOTOS

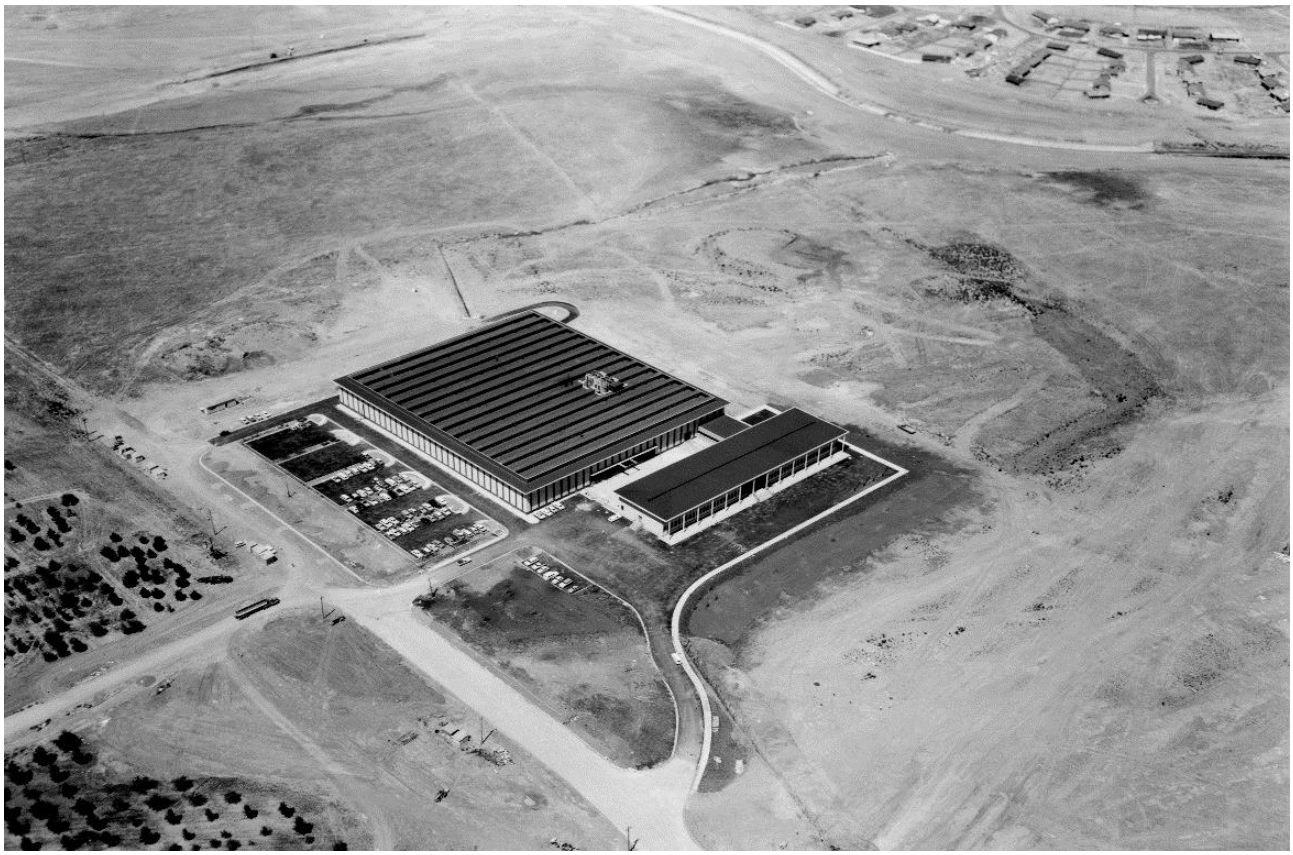
A selection of photos of the construction and early days of the RAM are below to provide historical context of the Site. More images can be found in Appendix H.



PHOTOGRAPH 4-41 FOUNDATIONS OF THE RAM BUILDINGS BEING CONSTRUCTED, 1960S (COLLECTION OF THE RAM)



PHOTOGRAPH 4-42 VIEW TO THE FORMER ADMINISTRATION BUILDING PART-WAY THROUGH CONSTRUCTION, 17 MARCH 1963 (ACT HERITAGE LIBRARY, 000203)



PHOTOGRAPH 4-43 AERIAL VIEW OF THE COMPLETED RAM SITE, C1960S (FROM THE COLLECTION OF THE RAM)



PHOTOGRAPH 4-44 VIEW TO THE COMPLETED RAM SITE, C1960S, WITH THE FORMER ADMINISTRATION BUILDING IN FRONT OF THE PROCESS BUILDING (THE COLLECTION OF THE RAM)



PHOTOGRAPH 4-45 CROWDS ATTENDING THE OPENING OF THE RAM OUT THE FRONT OF THE FORMER ADMINISTRATION BUILDING. (NATIONAL ARCHIVES A1687, EK65/B, 11443710)



PHOTOGRAPH 4-46 THE DUKE OF EDINBURGH ENTERS THE FORMER ADMINISTRATION BUILDING AT THE OPENING OF THE RAM, THE ORIGINAL HINGED GLASS DOORS AT THE ENTRY ARE EVIDENT (COLLECTION OF THE RAM)



PHOTOGRAPH 4-47 THE DUKE OF EDINBURGH OPENING THE RAM, 1965 (NATIONAL ARCHIVES A1687, EK65/H, 11443716)



PHOTOGRAPH 4-48 VIEW TO THE FORMER ADMINISTRATION BUILDING FROM YARRA GLEN SHOWING HOW ISOLATED THE BUILDING WAS WHEN FIRST BUILT (ACT HERITAGE LIBRARY, 000291)



PHOTOGRAPH 4-49 FLOODLIGHTS UNDER THE EAVES OF THE BUILDING EXTERIOR WHICH HAVE SINCE BEEN REMOVED DUE TO UPKEEP AND MAINTENANCE ISSUES (ACT HERITAGE LIBRARY, 006275)

4.5 SITE MANAGEMENT RESPONSIBILITY

The Former Administration Building is now owned by Collective Capital Moonee Ponds Pty Ltd as trustee for the Collective Capital Moonee Ponds Investment (ABN 64 960 633 553), who are the Crown Lessee of the associated National Land. At the time of the 2026 update of this plan, the site was administered by the client through its appointed property services provider, Dawson Commercial Pty Ltd. The Former Administration Building operates under a gross lease arrangement, where day-to-day management is split between the base building and the tenant fit out. Dawson Commercial Pty Ltd, as the property services provider, is responsible for the base building component, while Questacon, as the tenant, remains responsible for the fit-out.

The role of Finance as the National Land Crown Lessor, is to manage the Crown lease for the Former Administration Building which includes ensuring the Crown Lessee meets the requirements of the Crown lease.

5. HERITAGE VALUES SUMMARY

The following chapter presents an overview of the heritage significance of the Former Administration Building. This assessment has been drawn from the HMP prepared in 2019 by ERM and GML, with amendments to reflect any notable changes since that time. Previous Aboriginal community consultation and heritage values assessment to inform this plan is summarised in Appendix B. A historical summary is provided in Appendix C. A landscape and natural heritage assessment is provided in Appendix D.

The RAM (including the Former Process Building, the Former Administration Building and landscape features within the broader RAM site) was officially listed on the CHL (Place ID #106191) in February 2016.

5.1 SIGNIFICANCE THRESHOLDS

DCCEEW's online heritage information[4] provides some guidance on determining the level of heritage significance a place may have. DCCEEW states that as well as assessing a place against criteria for its heritage value, the Australian Heritage Council applies a 'significance threshold' test. This test helps the Council to determine the level of significance of a place's heritage value by asking 'just how important are these values?'

World Heritage places have an outstanding universal value above and beyond the value they hold for a particular nation. Places in Australia are nominated by the Australian Government, but the list is maintained by the United Nations Educational, Scientific and Cultural Organisation (UNESCO), based in Paris.

The Operational Guidelines for the Implementation of the World Heritage Convention state that 'Outstanding Universal Value means cultural and/or natural significance which is so exceptional as to transcend national boundaries and to be of common importance for present and future generations of all humanity'. To determine if a property may warrant World Heritage listing, the World Heritage Committee and its Advisory Bodies consider whether the property meets:

1. 1 or more of the 10 World Heritage criteria
2. the conditions of integrity and/or authenticity
3. the requirements for protection and management

All 3 must be in place for a property to be judged to have Outstanding Universal Value.[5]

To reach the threshold for the NHL, a place must have 'outstanding' heritage value to the nation against one or more criteria. This means that it must be important to the Australian community as a whole. To determine whether a place has 'outstanding' heritage values, it is compared to other, similar types of places. This allows the Council to determine if one place is 'more' or 'less' significant compared to other similar places, or if it is unique. The degree of significance can also relate to the geographic area, for instance, the extent of a place's significance locally, regionally, nationally, or internationally.

[4] National Heritage List criteria - DCCEEW, Commonwealth Heritage List criteria - DCCEEW
[5] Identifying World Heritage - DCCEEW

To be entered on the CHL, a place must have 'significant' heritage value against one or more criteria. The Australian Heritage Council's guidance document – Identifying Commonwealth Heritage Values and Establishing a Heritage Register – was issued in 2010 and states that the threshold for the CHL is local heritage significance. See Section 5.4 and Appendix E for more detail on significance ranking.

The Australian Heritage Council's guidance document can be accessed from: https://www.dcceew.gov.au/sites/default/files/documents/commonwealth-heritage-values.pdf

5.2 LISTED VALUES

As the Site is already included on the CHL, the analysis against the CHL criteria in Table 5-1 below has been undertaken as a validation exercise, based on historical and site analysis as an individual assessment against the Former Administration Building. ERM has provided revised statements against the criteria where necessary. The assessment has been undertaken based on the evidence presented in Appendices B, C, D and supporting documentation (forming the technical chapters of this report).

The official CHL assessment of the whole site's historic heritage values is included in Appendix A.

5.2.1 IDENTIFICATION OF HISTORIC THEMES

An overview of the history of the Site is provided in Appendix G. The Australian Historic Themes Framework has been used to identify the relevant historic themes for the Site. The identification of historic themes assists with the assessment of potential built heritage values. The Site provides an insight into the following Australian Historic Themes:

TABLE 5-1 AUSTRALIAN HISTORIC THEMES

Theme Groups	Themes	Sub Theme
3 Developing Local, Regional and National Economies	*3.1 Constructing Capital City Economies*	
4 Building Settlements, Towns and Cities	*4.1 Planning Urban Settlements*	4.1.4 Creating Capital Cities
5 Working	*5.4 Working in Offices*	
7 Governing	*7.8 Establishing Regional and Local Identity*	

TABLE 5-2 SUMMARY SIGNIFICANCE ASSESSMENT AGAINST THE CHL HERITAGE CRITERIA

Criteria	Values	Current CHL Citation	ERM Assessment/Validation	Attributes – Former Administration Building
a. the place's importance in the course, or pattern, of Australia's natural or cultural history;	Natural	Does not reach threshold for this criterion	ERM concurs with this assessment. The natural features of the site are limited to trees and shrubs in landscaped areas. These features are not considered to be of importance in the course of pattern of Australia's natural history.	• None
	Indigenous	Does not reach threshold for this criterion	ERM concurs with this assessment. There are no known Indigenous heritage sites within the Site. Due to the extensive level of disturbance to the Site, it is considered that there is a low potential for unknown Indigenous heritage objects to occur.	• None
	Historic	The Royal Australian Mint was purposely constructed to facilitate the conversion of Australia's currency from the British Imperial denomination of pounds, shillings and pence into dollars and cents (decimal system) on 14 February 1966. Although part of a broader monetary trend of Commonwealth countries converting to decimal currency, the conversion was another step in the construction of a distinct Australian identity in a post- Empire world. The Royal Australian Mint is testament to the dichotomy of Australia's old and new national identity, as the "Royal" Australian Mint was pivotal in the production of vast quantities of new "Dollars" to support the conversion. The features of the Royal Australian Mint displaying this value are the existence of the Former Administration Building and Former Process Building as identifiable structures in which the production of decimal coinage for the conversion took place.	ERM concurs with this assessment. The Former Administration Building as the original entry building - and its associations and functions as a part of the Royal Australian Mint—is an identifiable structure in which the production of decimal coinage for the conversion took place.	• Presence of building • Building footprint and symmetrical arrangement of key RAM buildings
b. the place's possession of uncommon, rare or endangered aspects of Australia's natural or cultural history;	Natural	Does not reach threshold for this criterion	ERM concurs with this assessment. A search of the Atlas of Living Australia and ACT MAPi interactive map did not identify any records of threatened species within the site. It is possible that threatened fauna species could fly over, or temporarily visit the site, however due to the largely developed nature of the site, the site would be unlikely to provide valuable habitat for the species.	• None
	Indigenous	Does not reach threshold for this criterion	ERM concurs with this assessment. There are no known Indigenous heritage sites within the Site.	• None

Criteria	Values	Current CHL Citation	ERM Assessment/Validation	Attributes – Former Administration Building

	Historic	The Royal Australian mint has been the sole facility for the production of Australia's coinage (the Reserve Bank of Australia produces currency notes) since 1983. Historically, the Mint is rare in that it was the first and only Australian mint to be established independent of the London Royal Mint. The previous Australian mints (Perth, Sydney and Melbourne) were established as branches of the London Royal Mint. As such, the Royal Australian Mint has significant heritage value in terms of containing an uncommon aspect of Australia's cultural history in representing Australia's development into an autonomous country from Britain, complementing other buildings in other fields in the national capital, such as Old Parliament House for the political sphere and the National Library and National Gallery in the cultural sphere.
		
		The features of the Royal Australian Mint displaying this value are the industrial, operational and visitor exterior and interior constructions and works necessary in order for the working operation of Australia's sole mint to continue. These have evolved and continue to evolve over time as the Mint improves its operation in response to engineering and other developments.
			ERM concurs with this assessment.
			
			While the Former Administration Building no longer assists in the production of coinage for Australia, its historical function as the formal entrance to, and administrative centre of, the Royal Australian Mint (shown in extant features such as the entrances, original staircase, marble floor and finishes of the foyer and former exhibition space) is of significance. Its connection and association as a part of the Australian Mint institution (visually evident in the same architectural style of the 2 buildings) also remains and is of value.
				• Presence of building
				• Formal main and secondary entrance features, including:
				  ◦ metal double doors at eastern entrance and aluminum paneled sliding double doors
				  ◦ Coats of Arms
				  ◦ steel security grilles
				  ◦ interior staircase and balustrades
				  ◦ clock and wall lettering in foyer
				  ◦ foyer ceiling (replica of original)
				  ◦ marble floor and finishes in the foyer
				  ◦ windows and sills
				  ◦ layout leading from foyer to east and west
				• Workshops in basement

c. the place's potential to yield information that will contribute to an understanding of Australia's natural or cultural history;	Natural	Does not reach threshold for this criterion	ERM concurs with this assessment. The natural features of the site are limited to trees and shrubs in landscaped areas. The site is not considered to have potential to yield information related to Australia's natural history.	• None
	Indigenous	Does not reach threshold for this criterion	ERM concurs with this assessment. Due to the extensive level of disturbance to the Site, the potential for the Site to yield Indigenous heritage objects that may contribute to an understanding of Australia's cultural history is low.	• None
	Historic	Does not reach threshold for this criterion	ERM concurs with this assessment. The buildings at the RAM are not considered to have potential to yield information about Australia's history that is not readily available from other sources. This criterion is not met.	• None
d. the place's importance in demonstrating the principal characteristics of: *i. a class of Australia's natural or cultural places; or*	Natural	Does not reach threshold for this criterion	ERM concurs with this assessment. The site is highly modified from its pre-European state and does not demonstrate the principal characteristics of a class of Australia's natural places.	• None
	Indigenous	Does not reach threshold for this criterion	ERM concurs with this assessment. The Site does not contain any known Indigenous heritage objects or places that demonstrate principal characteristics of a class of cultural places or environments.	• None

Criteria	Values	Current CHL Citation	ERM Assessment/Validation	Attributes – Former Administration Building
ii. a class of Australia's natural or cultural environments;	Historic	The Royal Australian Mint's stripped classical architecture is significant because the style identifies the Mint as a national institution, in addition to a functional factory. Given its location outside the Parliamentary Triangle, the architectural style is fundamental in linking the Mint with other national institutions such as Old Parliament House and the National Library of Australia, through their common reference to the classical foundations of western society in Ancient Greece and Rome. The Former Administration Building is a better representation of stripped classical architecture than the Former Process Building as the architectural elements of the latter are secondary to its primary functional purposes. Stripped classical architecture is featured in both the Former Administration and Process Buildings in their uniform rectilinear elements (e.g. horizontal profiles, symmetrical facades) and lack of classical detailing. The Former Administration Building displays a number of significant external elements including its two storey pavilion form, rhythmic façade treatments, recessed windows, sandstone and marble façade classing, front terrazzo colonnade, low pitched hipped rectangular roof with projecting horizontal eaves and formal main and secondary entrances with crests. The Former Process Building's functional use is reflected in its more simplified external style, but includes a number of significant elements such as its two storey pavilion form, rhythmic façade treatments, recessed windows, sandstone and basalt façade cladding and mansard-style parapet roof with projecting eaves.	ERM concurs with this assessment. The Former Administration Building displays a number of significant external elements including its 2-storey pavilion form, rhythmic façade treatments, recessed windows, sandstone and marble façade classing, front terrazzo colonnade, low pitched hipped rectangular roof with projecting horizontal eaves and formal main and secondary entrances with crests. The Former Administration Building is a better representation of stripped classical architecture than the Former Process Building as the architectural elements of the latter are secondary to its primary functional purposes.	• Open and landscaped setting • Building footprint and symmetrical arrangement of key RAM buildings • Stripped-classical architectural style and features, including: ◦ horizontal profiles ◦ external walls with symmetrical facades with rhythmic sandstone and marble treatments to cladding ◦ lack of classical detailing ◦ 2-storey pavilion form ◦ recessed entrance and windows ◦ front terrazzo colonnade ◦ low pitched hipped rectangular roof with projecting horizontal eaves
e. the place's importance in exhibiting particular aesthetic characteristics valued by a community or cultural group;	*Natural*	Does not reach threshold for this criterion	ERM concurs with this assessment. The natural features of the site (trees and shrubs in landscaped areas) are typical of developed parts of Canberra and do not exhibit a particular aesthetic characteristic valued by a community group.	• None
	Indigenous	Does not reach threshold for this criterion	ERM concurs with this assessment. The Site does not contain any known Indigenous heritage objects or places that exhibit aesthetic qualities valued by a community or cultural group.	• None
	Historic	Does not reach threshold for this criterion	ERM does not concur with this assessment. The Royal Australian Mint, together with other buildings of the period, contributes to the distinctive late twentieth century modernist architectural character of Canberra. The planning, architectural detail, layout and quality materials and finishes of the Former Administration and Process buildings demonstrate landmark qualities.	• Open and landscaped setting • Stripped-classical architectural style and features, including: ◦ horizontal profiles ◦ external walls with symmetrical facades with rhythmic sandstone and marble treatments to cladding ◦ lack of classical detailing ◦ 2-storey pavilion form ◦ recessed entrance and windows ◦ front terrazzo colonnade ◦ low pitched hipped rectangular roof with projecting horizontal eaves ◦ external balustrades with flared bases • Formal main and secondary entrance features, including:

Criteria	Values	Current CHL Citation	ERM Assessment/Validation	Attributes – Former Administration Building
				◦ metal double doors at eastern entrance and aluminum paneled sliding double doors ◦ Coats of Arms ◦ steel security grilles ◦ interior staircase and balustrades ◦ clock and wall lettering in foyer ◦ foyer ceiling (replica of original) ◦ marble floor and finishes in the foyer ◦ windows and sills ◦ layout leading from foyer to east and west
f. the place's importance in demonstrating a high degree of creative or technical achievement at a particular period;	*Natural*	Does not reach threshold for this criterion	ERM concurs with this assessment. This criterion is not relevant to natural heritage values.	• None
	Indigenous	Does not reach threshold for this criterion	ERM concurs with this assessment. The Site does not contain any known Indigenous heritage objects or places that demonstrate a high degree of creative or technical achievement.	• None
	Historic	Does not reach threshold for this criterion	ERM concurs with this assessment. The former Administration Building exemplifies key characteristics of the late Twentieth Century Stripped Classical architectural style, but it does not demonstrate a high degree of technical or creative achievement within this style or period.	• None
g. the place's strong or special association with a particular community or cultural group for social, cultural or spiritual reasons;	*Natural*	Does not reach threshold for this criterion	ERM concurs with this assessment. There is no evidence to suggest a strong or special association between the natural features of the site and a community group.	• None
	Indigenous	Does not reach threshold for this criterion	ERM concurs with this assessment. The Site does not contain any known Indigenous heritage objects or places that have a special or strong association with the Indigenous community.	• None
	Historic	The Royal Australian Mint has a strong association with coin collectors, also known as numismatists, for the products it produces as well as its symbolic importance. The Mint produces themed coins for the collector market and is important for numismatists who collect significant coins such as the first and last coins minted each year.	ERM concurs with this assessment. The former Administration Building has a strong association with coin collectors, also known as numismatists, for its previous role in coin production and exhibition as part of the RAM. The former Administration Building on its own is not considered to reach Commonwealth level significance thresholds for this criterion.	• Presence of building

Criteria	Values	Current CHL Citation	ERM Assessment/Validation	Attributes – Former Administration Building
h. the place's special association with the life or works of a person, or group of persons, of importance in Australia's natural or cultural history;	*Natural*	Does not reach threshold for this criterion	ERM concurs with this assessment. There is no evidence to suggest a special association between the natural features of the site and the life or works of a person of importance to Australia's natural history.	• None
	Indigenous	Does not reach threshold for this criterion	ERM concurs with this assessment. The Site does not contain any known Indigenous heritage objects or places that have a special association with the life or works of a person or group of persons of important in Australia's cultural history.	• None
	Historic	Does not reach threshold for this criterion	ERM concurs with this assessment. The Former Administration Building is not known to have a special association with the life or works of a person or group of persons of importance in Australia's cultural history.	• None
i. the place's importance as part of Indigenous tradition.	*Natural*	Does not reach threshold for this criterion	This criterion is not relevant to natural heritage values.	• None
	Indigenous	Does not reach threshold for this criterion	ERM concurs with this assessment. There are no known Indigenous heritage objects or places within the Site that are of importance as part of Indigenous tradition. Due to the high level of disturbance at the Site, the potential for unknown Indigenous heritage objects to occur is considered to be low.	• None
	Historic	Does not reach threshold for this criterion	This criterion is not relevant to historic heritage values.	• None

5.3 ASSESSED VALUES

5.3.1 RAM ASSESSMENT AGAINST ACT HERITAGE REGISTER CRITERIA

Criteria	ERM Assessment	Validation 2026
a) importance to the course or pattern of the ACT's cultural or natural history	The conversion of the nation's currency from the Imperial denominations of pounds, shillings, and pence into dollars and cents or the decimal system on 14 February 1966 is a significant event in Australia's history. The significance of this event, together with its direct association with the production of Australia's currency, has long made the RAM one of Canberra's national attractions (Woodhead 2009). Politically the development of Australia's first autonomous mint represents a significant step in Australia's move towards assuming responsibility for its own governance (Woodhead 2009). The RAM was constructed following the establishment of the NCDC in 1958 and is representative of the period of rapid civic development that occurred in Canberra during the 1960s (Woodhead 2009).	This criterion is met.
b) has uncommon, rare or endangered aspects of the ACT's cultural or natural history	The RAM buildings share similar architectural styles and features with the National Library of Australia, the Treasury Building, and the Portal Buildings within the ACT. These buildings all contribute to Canberra's history of urban planning and evolution through Griffin's vision and design, which is unique in Australia. Several individual elements of the Former Administration Building and Process Building are rare amongst these buildings of a similar design and construction period. These elements include the timber block flooring on the basement floor level of the Former Process Building and movable heritage items relating to the historical manufacturing of coins and the vaults present within the Former Process Building. These vaults were established initially – and the Former Process Building was subsequently constructed around these vaults. The original vault doors are still present within the building.	This criterion is met.
c) potential to yield information that will contribute to an understanding of the ACT's cultural or natural history	The buildings at the RAM are not considered to have potential to yield information about Australia's history that is not readily available from other sources. This criterion is not met.	This criterion is not met.
d) importance in demonstrating the principal characteristics of a class of cultural or natural places or objects	The Former Administration and Process Buildings of the RAM are significant as high-quality examples of the Stripped Classical style of architecture and for demonstrating the principal characteristics of the style used for many major civic buildings in Canberra during the 1960s. The style is expressed in the buildings through characteristics such as their symmetrical facades with regular bays where height exceeds width, horizontal skylines, minimalist columns, and broad horizontal members echoing classical entablatures, central entrances, and quality materials with no classical detailing (Woodhead 2009).	This criterion is met.

Criteria	ERM Assessment	Validation 2026
e) importance in exhibiting particular aesthetic characteristics valued by the ACT community or a cultural group in the ACT	The RAM has aesthetic significance through its unaffected external form in the stripped- classical style and as a part of a group of buildings that are linked through their architectural style and their aesthetic contribution to the early designs of Canberra (including the National Library of Australia, the Treasury Building, and the Portal Buildings).	This criterion is met.
f) importance in demonstrating a high degree of creative or technical achievement for a particular period	The vaults present in the Former Process Building were imported to Australia from Britain and were constructed by the John Tann company. John Tann Limited, known as the first British safe maker, designed safes predominantly for banking and overseas trade and are still running today. The Former Process Building was constructed around these vaults. The vaults are representative of technological advancements of safes over the past 200 years. However, this achievement is not considered any greater than other institutions such as banks which employ the same construction techniques and is not considered significant in the ACT.	This criterion is not met.
g) has a strong or special association with the ACT community, or a cultural group in the ACT for social, cultural or spiritual reasons	The RAM has long been one of Canberra's national attractions and therefore has established a strong association with various parts of the community interested in the history and production of Australia's coins (Woodhead 2009).	This criterion is met.
h) has a special association with the life or work of a person, or people, important to the history of the ACT	The vaults present in the Former Process Building were designed and constructed in Britain by the John Tann company; however, the RAM is not known to have a special association with the life or works of a person or group of persons of importance in Australia's cultural history.	This criterion is not met.

5.3.2 ASSESSMENT AGAINST NHL AND WHL CRITERIA

Table 5-3 and Table 5-4 provide an assessment of the heritage values of the RAM against NHL and WHL criteria. The thresholds for the NHL and WHL are provided at Section 5.1.

TABLE 5-3 ASSESSMENT AGAINST NHL CRITERION

NHL Criterion	ERM Assessments
a. the place has outstanding heritage value to the nation because of the place's importance in the course, or pattern, of Australia's natural or cultural history	The NHL threshold for this criterion is not met.
b. the place has outstanding heritage value to the nation because of the place's possession of uncommon, rare or endangered aspects of Australia's natural or cultural history	The NHL threshold for this criterion is not met.
c. the place has outstanding heritage value to the nation because of the place's potential to yield information that will contribute to an understanding of Australia's natural or cultural history	The NHL threshold for this criterion is not met.

NHL Criterion	ERM Assessments
d. the place has outstanding heritage value to the nation because of the place's importance in demonstrating the principal characteristics of: i. a class of Australia's natural or cultural places; or ii. a class of Australia's natural or cultural environments;	The NHL threshold for this criterion is not met.
e. the place has outstanding heritage value to the nation because of the place's importance in exhibiting particular aesthetic characteristics valued by a community or cultural group	The NHL threshold for this criterion is not met.
f. the place has outstanding heritage value to the nation because of the place's importance in demonstrating a high degree of creative or technical achievement at a particular period	The NHL threshold for this criterion is not met.
g. the place has outstanding heritage value to the nation because of the place's strong or special association with a particular community or cultural group for social, cultural or spiritual reasons	The NHL threshold for this criterion is not met.
h. the place has outstanding heritage value to the nation because of the place's special association with the life or works of a person, or group of persons, of importance in Australia's natural or cultural history	The NHL threshold for this criterion is not met.
i. the place has outstanding heritage value to the nation because of the place's importance as part of Indigenous tradition.	The NHL threshold for this criterion is not met.

TABLE 5-4 ASSESSMENT AGAINST WHL CRITERION

WHL Criterion	ERM Assessments
(i) to represent a masterpiece of human creative genius	The WHL threshold for this criterion is not met.
(ii) to exhibit an important interchange of human values, over a span of time or within a cultural area of the world, on developments in architecture or technology, monumental arts, town-planning or landscape design	The WHL threshold for this criterion is not met.
(iii) to bear a unique or at least exceptional testimony to a cultural tradition or to a civilization which is living or which has disappeared	The WHL threshold for this criterion is not met.
(iv) to be an outstanding example of a type of building, architectural or technological ensemble or landscape which illustrates (a) significant stage(s) in human history	The WHL threshold for this criterion is not met.
(v) to be an outstanding example of a traditional human settlement, land-use, or sea-use which is representative of a culture (or cultures), or human interaction with the environment especially when it has become vulnerable under the impact of irreversible change	The WHL threshold for this criterion is not met.
(vi) to be directly or tangibly associated with events or living traditions, with ideas, or with beliefs, with artistic and literary works of outstanding universal significance. (The Committee considers that this criterion should preferably be used in conjunction with other criteria)	The WHL threshold for this criterion is not met.
(vii) to contain superlative natural phenomena or areas of exceptional natural beauty and aesthetic importance	The WHL threshold for this criterion is not met.
(viii) to be outstanding examples representing major stages of earth's history, including the record of life, significant on-going geological processes in the development of landforms, or significant geomorphic or physiographic features	The WHL threshold for this criterion is not met.

WHL Criterion	ERM Assessments
(ix) to be outstanding examples representing significant on-going ecological and biological processes in the evolution and development of terrestrial, fresh water, coastal and marine ecosystems and communities of plants and animals	The WHL threshold for this criterion is not met.
(x) to contain the most important and significant natural habitats for in-situ conservation of biological diversity, including those containing threatened species of outstanding universal value from the point of view of science or conservation	The WHL threshold for this criterion is not met.

5.4 CONCLUSION

The assessment of built heritage values against the criteria for the CHL has validated the Site's CHL listing and also its ability to meet the criteria for demonstrating importance in exhibiting particular aesthetic characteristics valued by the ACT community. As no criteria were met at an outstanding or universal level, the Site does not have potential National or World Heritage values.

5.4.1 OFFICIAL SUMMARY STATEMENT OF HERITAGE SIGNIFICANCE

The following summary statement of significance has been extracted from the official CHL citation. Suggested changes to this statement which have been identified during the 2026 validation process are shown in **bold text**.

> *The Royal Australian Mint in Canberra is significant as Australia's sole production facility of circulating coinage and the only Australian Mint to be established independently of the London Royal Mint. Historically, the Royal Australian Mint played a crucial role in Australia's conversion to decimal currency on 14 February 1966 by producing vast quantities of new dollars and cents to replace the imperial denominations of pounds, shillings and pence. This conversion was not only an important monetary step, but also contributed to the development of a distinct Australian identity following the ending of the British Empire, highlighted by the contemporary controversy over the original proposed name of the new coinage, "Royals". The Royal Australian Mint is constructed in the 'stripped classical' architectural style which demonstrates its important public institutional role beyond its functional purpose as a factory.* ***The planning, architectural detail, layout and quality materials and finishes demonstrate landmark qualities which contribute to the distinctive late twentieth century modernist architectural character of Canberra.*** *Today, the Royal Australian Mint has a special association with coin collectors/numismatists as the place where commemorative coins are produced, reflecting a worldwide passion and the role that coinage has played in human culture for more than two millennia.*

5.5 SIGNIFICANCE RANKING

The Former Administration Building has a number of physical design attributes that can be ranked and mapped in terms of significance. Different components of a place make different relative contributions to its heritage value and a loss of condition or integrity may diminish significance.

The contributory significance of key elements and attributes has been evaluated in accordance with the Finance ranking system (Appendix F). Table 5-5 provides the ranking of the key elements and attributes of the Former Administration Building. Figure 5-1 shows the significance levels of the elements of the Former Administration Building site, and Figure 5-2 to Figure 5-4 show the significant fabric of the Former Administration Building. Uncolored areas on these figures are designated as having nil significance.

TABLE 5-5 SIGNIFICANCE OF KEY ELEMENTS AND ATTRIBUTES OF THE FORMER ADMINISTRATION BUILDING

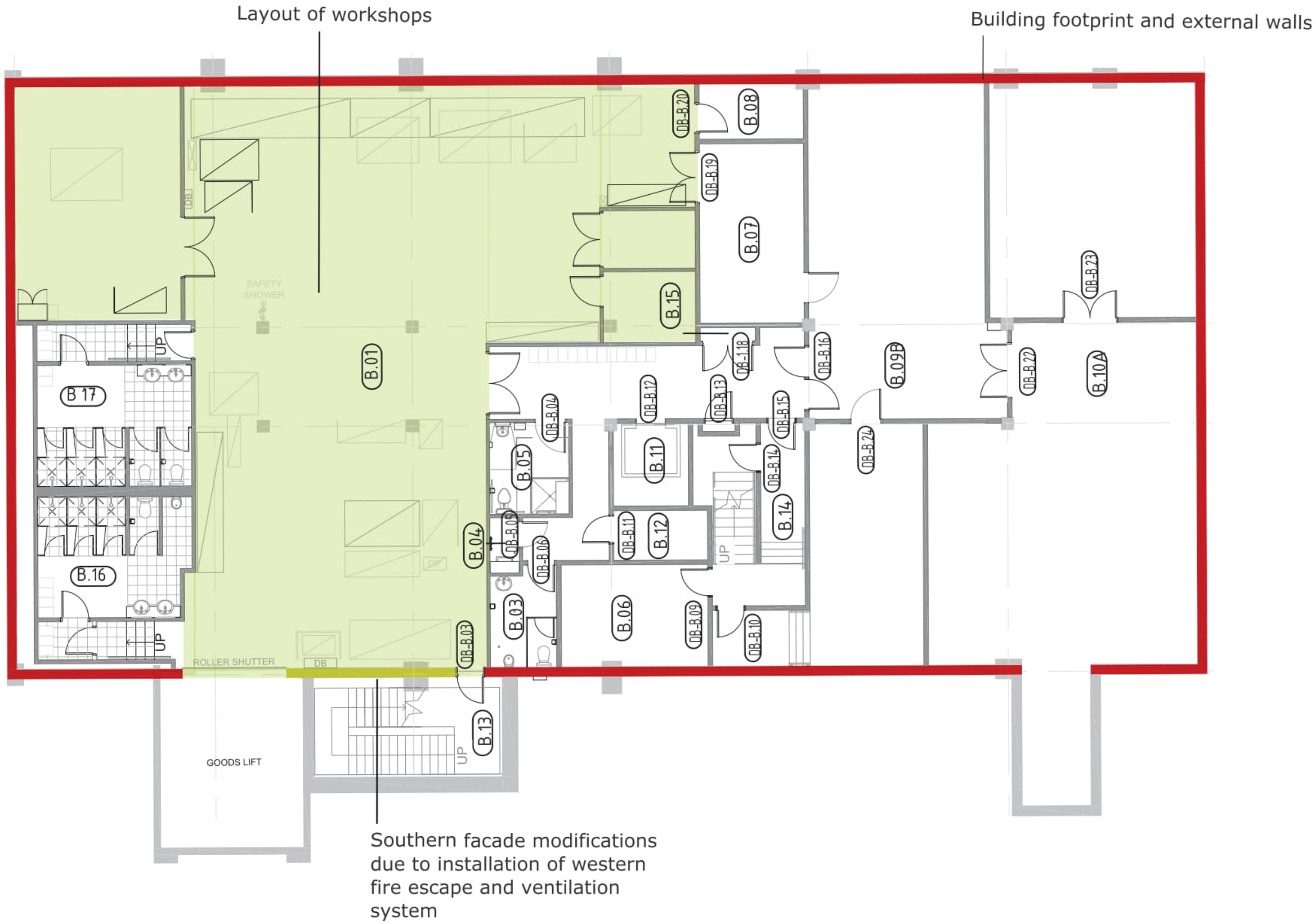
Element/Attribute	Associated Value	Descriptor	Significance Ranking
Open and landscaped setting	Contributes to the representative and aesthetic values of the complex and the building.	Plantings and landscape setting contribute to the place's importance in Canberra's cultural history and is an element which represents the design intent and monumental nature of the building	Moderate
Building footprint and symmetrical arrangement of key RAM buildings	Contributes to the historical and representative values of the complex and the building.	The building footprint and the building arrangement demonstrates the relationship between the structures in which the production of decimal coinage for the conversion took place and highlights their combined role as a national institution.	High
Stripped-Classical architectural style and features	Contributes to the representative and aesthetic values of the complex and the building.	The Stripped-Classical architectural style identifies the building as a national institution and contributes to the distinctive late twentieth century modernist architectural character of Canberra. Elements of particular note include the horizontal profiles, external walls with symmetrical facades with rhythmic sandstone and marble treatments to cladding, lack of classical detailing, the 2-storey pavilion form, recessed entrance and windows, front terrazzo colonnade, low pitched hipped rectangular roof with projecting horizontal eaves, and external balustrades with flared bases.	Overall – High Modified sections (southern façade) - Moderate External balustrades with flared bases - Low
Formal main and secondary entrance features (external)	Contributes to the rarity and aesthetic values of the building.	Demonstrates the historical function as the formal entrance to, and administrative centre of, the Royal Australian Mint as well as the distinction between the visitor experience and that of staff use. Features include: • metal double doors at secondary entrance and aluminium paneled sliding double doors at main • Coats of Arms • steel security grilles	Presence and coats of arms – High Modified features (secondary entrance metal double doors) - Moderate Significantly modified features (main entrance aluminium paneled sliding double doors) - Low

Element/Attribute	Associated Value	Descriptor	Significance Ranking
Formal main and secondary entrance features (internal)	Contributes to the rarity and aesthetic values of the building.	Demonstrates the historical function as the formal entrance to, and administrative centre of, the Royal Australian Mint. The fine finish reflects the importance of the building. Particular features of value include the only remaining original features and finishes such as the marble floor and wall cladding in the foyer, the staircase and balustrade, the clock and wall lettering in the foyer, and the window frames and sills. The foyer ceiling also has some value as a replica of the original, as does the layout of the foyer and central corridor.	Presence of foyer and central corridor, marble finishes, staircase and balustrade, clock and wall lettering, window frames and sills – High
			Replica foyer ceiling, position of wall and door leading from foyer to the west – Moderate
			Position of wall and door leading from foyer to the east - Low
Workshops in basement	Contributes to the rarity values of the building.	The original layout of the workshops in the basement is the last remaining industrial feature of the building that demonstrates the interior constructions that were necessary for the working operation of Australia's sole mint.	Low



FIGURE 5-1 Significance Plan

Royal Australian Mint HMP
Former Administration Building
Dawson Commercial



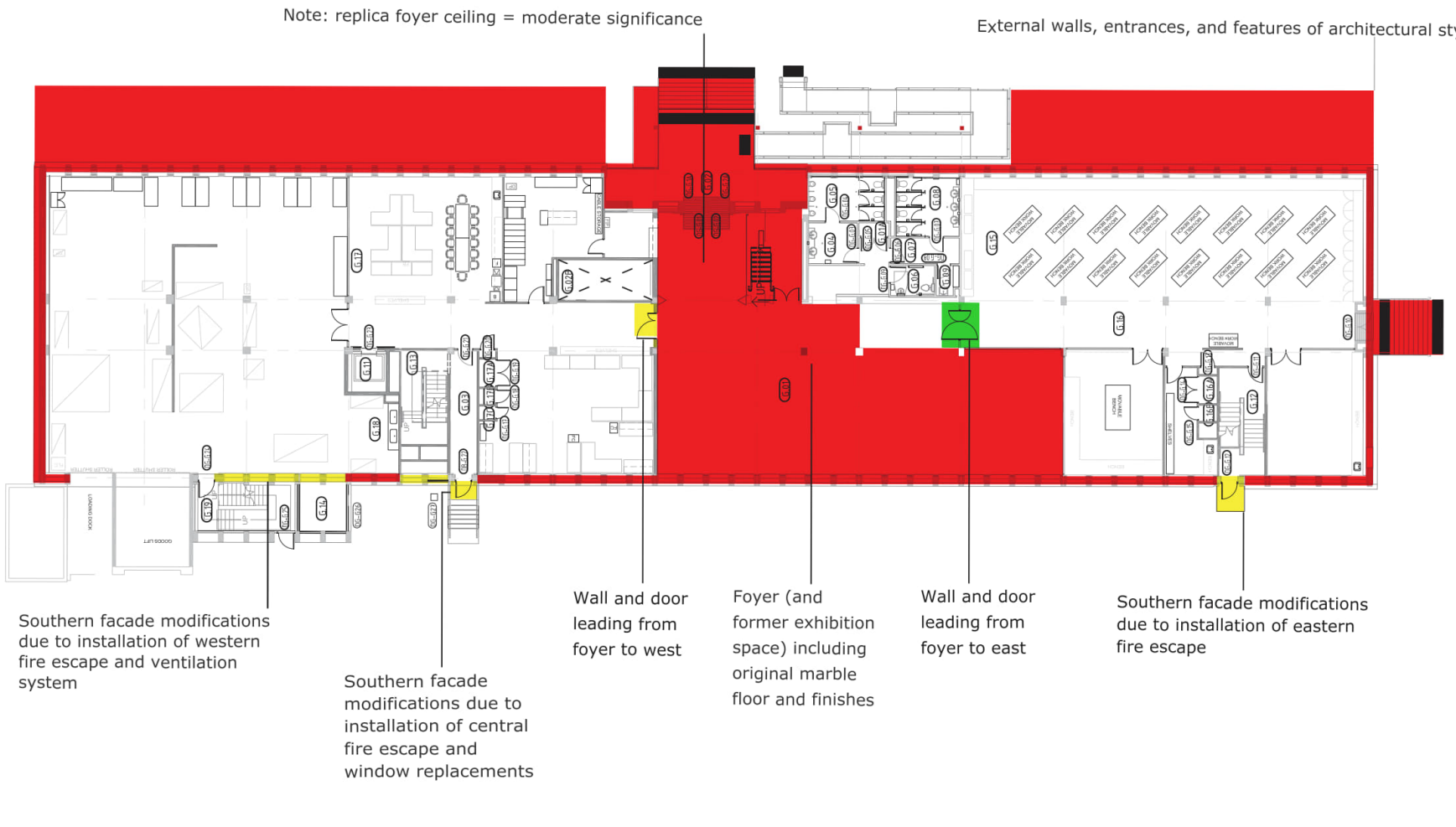
Level of Significance

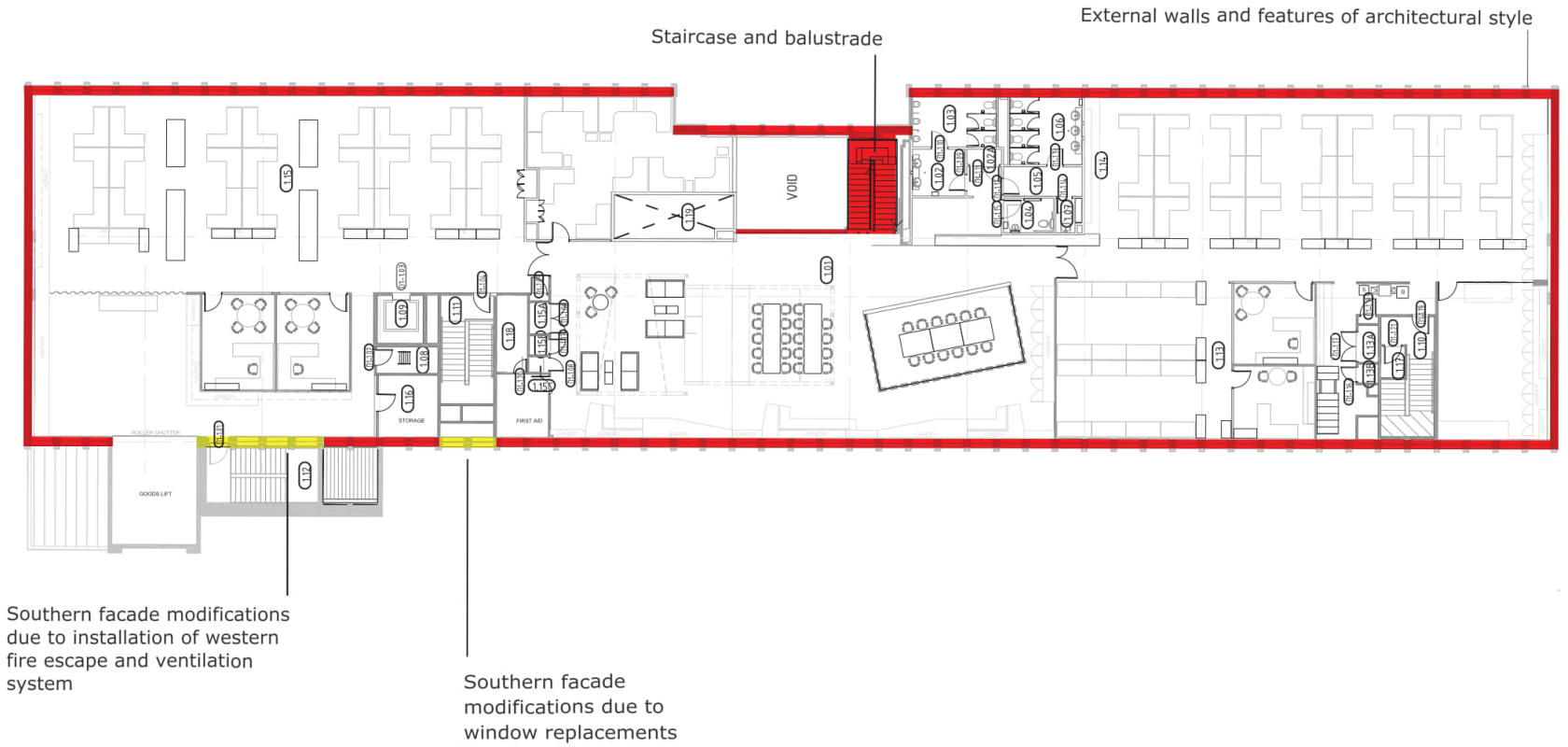
- High
- Moderate
- Low
- Nil

Date: 22/06/2026
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Drawing Size: A3

FIGURE 5-2 Significance Plan – Former Administration Building Basement

Royal Australian Mint HMP
Former Administration Building
Dawson Commercial


Note: replica foyer ceiling = moderate significance
External walls, entrances, and features of architectural style
Southern facade modifications due to installation of western fire escape and ventilation system
Southern facade modifications due to installation of central fire escape and window replacements
Wall and door leading from foyer to west
Foyer (and former exhibition space) including original marble floor and finishes
Wall and door leading from foyer to east
Southern facade modifications due to installation of eastern fire escape
Level of Significance
High
Moderate
Low
Nil
Date: 22/06/2026
Created by: EM
Drawing Size: A3
FIGURE 5-3 Significance Plan — Former Administration Building Ground Floor
Royal Australian Mint HMP
Former Administration Building
Dawson Commercial
ERM



Level of Significance
- High
- Moderate
- Low
- Nil

Date: 22/06/2026
Created by: EM
Drawing Size: A3

FIGURE 5-4 Significance Plan — Former Administration Building Upper Level

Royal Australian Mint HMP
Former Administration Building
Dawson Commercial

6. MANAGEMENT ANALYSIS

6.1 MANAGEMENT OBJECTIVES AND GOALS

The objectives and goals of the future site management are to ensure the RAM continues to be used appropriately, while ensuring the significant heritage values of the building are conserved. This includes the continued conservation through regular inspections, maintenance and conservation focused repairs to protect the condition of the RAM's listed Commonwealth Heritage values as presented in Section 5 of this plan and the official listing.

There are currently no proposed physical changes to the RAM, nor pressures posing a threat to its listed Commonwealth Heritage values. Any changes in ownership including lease arrangements will be managed in accordance with Section 7.4 of this plan.

The information and analysis presented in the preceding chapters of this plan notes that the Crown Lessee has responsibility for the heritage values of the Former Administration Building, as assessed against the CHL criteria and included in the official citation for the RAM. The Crown Lessee works with Finance and the tenant of the Former Administration Building to maintain this important heritage asset.

This section presents and discusses the range of potential risks from the interaction of day-to-day and strategic activities and the heritage values of the place.

6.2 RISK ASSESSMENT

This section identifies and rates the current and future risks to the heritage values of the Former Administration Building. The purpose of this risk assessment is to identify policy and guideline requirements for the effective management of the RAM's heritage values.

This risk assessment does not conform to a Department or Australian standard for risk assessments. Therefore, the risk ratings should only be interpreted as relative indicators of priority, rather than indicative of specific consequences generally associated with a Department or Australian standard risk assessment framework.

The assessment includes consideration of the current ownership and management strategies as well as potential for future uses. The risks are categorised and recommendations provided as to how the risks can be practically addressed. The risk assessment has been undertaken using the likelihood and severity categories presented in Table 6-1.

The higher the score a risk receives, the more extensive management action is required. Note that 'Likelihood' refers to the probability of a consequence to the heritage values occurring, not the likelihood of the risk itself occurring.

TABLE 6-1 RISK ASSESSMENT MATRIX

Risk Assessment Matrix					
Likelihood Rating	**Consequence Rating**				
	Severe	**Major**	**Moderate**	**Minor**	**Negligible**
Almost Certain	Very High	Very High	High	Medium	Low
Likely	Very High	High	High	Medium	Low
Possible	High	High	Medium	Medium	Low
Unlikely	High	Medium	Medium	Low	Low
Rare	Medium	Medium	Low	Low	Low

6.2.1 RISK CATEGORIES

The following risk categories have been considered for the Site:

TABLE 6-2 RISK CATEGORIES

Risk Category
1. Change in Land Tenure and Lease Arrangements
2. Climate Change
3. Management Framework
4. Changes to Significant Elements
5. Condition and Maintenance
6. Future Use Opportunities and Constraints
7. Interpretation
8. Legislative Compliance
9. Consultation
10. Public Access and Safety

6.2.2 RISK REGISTER AND RISK RESPONSES

The risks for the Former Administration Building have been listed in Table 6-3, with comments against each of the assessed heritage values categories and risk rating applied. The risks have been listed in descending order of risk rating (i.e. starting with the highest risk).

Recommended risk responses have been identified to assist in avoiding or reducing potential threats to the heritage values of the place. These recommendations have informed the heritage management policies and guidelines contained in the following section, and are provided in Table 6-3.

These risk responses in conjunction with the policies and guidelines would assist the client in providing continued protection of the heritage values of the Former Administration Building.

TABLE 6-3 RISK ASSESSMENT AND RISK RESPONSE SUMMARY

Risk Category	Risk Description	Unmitigated impact on Heritage values	Likelihood	Consequence	Risk Rating	Mitigation Management	Post Mitigation Rating	Policies and Guidelines
Change in Land Tenure and Lease Arrangement	The Former Administration Building site is transferred from National to Territory Land and is no longer leased by a Commonwealth agency, resulting in no legal protection for identified heritage values.	Heritage values could be lost or negatively impacted without adequate legal protection.	Possible	Major	High	If the tenure of the Former Administration Building property is altered and the building divested from Commonwealth control, liaise with the ACT Heritage Council at least 12 months prior, and nominate to ACT heritage register once National Land status is revoked. HMP to be transferred to new owner/Crown Lessee as part of sale.	Low	Sections 6.3 and 7.4
Climate Change	Increased frequency of extreme weather events in the Canberra region could cause damage to the building.	Heritage values damaged or destroyed by long periods of very high temperatures, severe storms and flash localised flooding.	Possible	High	High	Regular maintenance and inspections for signs of cracking, heat stress in windows and roof areas, and to ensure water tightness of the building including roof water dispersal system, gutters and downpipes.	Low	Section 7.7

Risk Category	Risk Description	Unmitigated impact on Heritage values	Likelihood	Consequence	Risk Rating	Mitigation Management	Post Mitigation Rating	Policies and Guidelines
Management Framework	Lack of clarity of responsibility for heritage management of the Former Administration Building.	Management decisions may result in damage to or loss of heritage values.	Possible	Major	High	The lease arrangement for the Former Administration Building establishes roles and responsibilities between the management authorities responsible for the site. Guidance on considering heritage values when making management decisions, along with training recommendations for personnel, is provided in this plan to assist with addressing this risk. A commitment by both the client and lessee to use this plan for guidance is a key step in managing this risk.	Low	Section 7.3
Changes to Significant Elements	Unsympathetic changes to significant elements.	Damage to or loss of heritage values.	Possible	Major	High	Ensure any work is planned in consideration of heritage values. Physical works affecting heritage values should be conservation focused, and significant changes should be avoided.	Low	Sections 6.5, 7.3.1 and 7.16

Risk Category	Risk Description	Unmitigated impact on Heritage values	Likelihood	Consequence	Risk Rating	Mitigation Management	Post Mitigation Rating	Policies and Guidelines
Condition and Maintenance	Unsympathetic maintenance of significant elements.	Damage to or loss of heritage values.	Possible	Major	High	Ensure all maintenance is low impact and seeks to conserve and retain fabric and setting in-situ.	Low	Maintenance Plan provided at Sections 6.6 and 7.16.3.
Future Use Opportunities and Constraints	Changes to the current use of the Former Administration Building or part thereof, including new development that does not consider heritage values.	Heritage values lost or negatively impacted on through unsympathetic changes in use and new development.	Unlikely	Major	Medium	Examine prudent and feasible alternatives to the proposed action. Prepare a Heritage Impact Assessment (HIA) and EPBC Act Referral if needed.	Low	Sections 6.6 and 7.5
Interpretation	Insufficient or inaccurate interpretation of heritage values.	Heritage values may not be understood by management and/or visitors; this may lead to damage to or loss of heritage values.	Unlikely	Major	Medium	An Interpretation Strategy can be developed to assist the client with ensuring information about heritage values. This must be undertaken by an interpretation specialist with experience working on heritage places.	Low	Section 7.9

Risk Category	Risk Description	Unmitigated impact on Heritage values	Likelihood	Consequence	Risk Rating	Mitigation Management	Post Mitigation Rating	Policies and Guidelines
Legislative Compliance	Compliance with the EPBC Act, and relevant ACT legislation is required. Confusion over legislative requirements could lead to non-compliance.	Activities may be undertaken that may result in damage to or loss of heritage values.	Unlikely	Major	Medium	A summary of legislative requirements is included at *Section 3* of this plan to assist management authorities to achieve legislative compliance on heritage issues under the EPBC Act.	Low	Section 3
Consultation	Consultation with stakeholders can take time, which can delay activities. Lack of stakeholder consultation when planning changes that may impact heritage values can cause delays during the approvals phase.	Activities may be undertaken that may result in damage to or loss of heritage values.	Unlikely	Major	Medium	Where an activity is proposed that may require an EPBC referral, early consultation with DCCEEW is advised to ensure all timelines for approvals are factored into work programs.	Low	Section 7.10

Risk Category	Risk Description	Unmitigated impact on Heritage values	Likelihood	Consequence	Risk Rating	Mitigation Management	Post Mitigation Rating	Policies and Guidelines
Public Access and Safety	Inadequate visitor management may result in damage to heritage items and sites by visitors, including vandalism and souveniring.	Damage to heritage sites and places, with a consequential loss and damage to the heritage values.	Unlikely	Major	Medium	Continue security measures requiring visitor sign-in and supervision.	Low	Access guidelines are provided in Sections 6.3 and 7.9.2

6.3 CHANGE IN LAND TENURE AND LEASE ARRANGEMENTS

As the Former Administration Building is on National Land, if the Crown Lessee wishes to execute a contract for the sale or lease of the property Finance should be notified.

If the land tenure was to change from National to Territory Land then, as the Former Administration Building has been assessed as meeting more than one criterion of the ACT Register, the Crown Lessee should include a nomination of the building to the ACT Heritage Council. In this case, consultation with ACT Heritage should also be undertaken early to support a streamlined process for ongoing heritage protection. Finance would also informally notify DCCEEW to facilitate removal of the property from the CHL in this instance.

Section 7.4 provides further guidance relating to changing ownership of the Former Administration Building.

6.4 CLIMATE CHANGE

Climate change has the potential to have profound effects on the structure and function of many Australian ecosystems and buildings. These changing climatic conditions will result in increased temperatures, increased fire risk and increased intensity of storm events.

Climate change has the potential to cause damage to the heritage values of the Former Administration Building. Periodic monitoring should be undertaken, and a review of existing management strategies may be required in the event of changing climatic conditions to meet the changing pressures on the built environment. Adaptation measures could include increased weatherproofing to buildings such as carefully designed additional cladding, window coverings, or roofing. These modifications would need to be designed with input from a heritage specialist and a HIA is likely to be required to support the approvals process.

6.5 CHANGES TO SIGNIFICANT ELEMENTS

A qualified heritage specialist should be consulted for any proposed changes or major maintenance where impacts to significant fabric or values could occur. Refer to Section 7 for further guidance.

6.5.1 TOLERANCE FOR CHANGE

Managing places of heritage significance involves understanding which attributes of an element or a site contribute to its significance and then assessing each of the attributes' 'tolerance for change'. For buildings and structures (or groups of buildings and structures), their form, fabric, function, and/or location are usually the key attributes that embody their significance. To assist future planning and management of the site, specific attributes of the built and landscape components have been analysed and their 'tolerance for change' assessed. While 'tolerance for change' levels can be a useful guide to conservation and development works and consider official heritage values, the Commonwealth Heritage values as identified in the CHL are to take precedence in planning change.

The analysis of contributory heritage elements described in this report assists with managing any proposed change to the Former Administration Building's heritage values. Contributory elements have been assessed against their grades of significance for sensitivity or 'tolerance for change' to identify the extent to which their heritage values are able to tolerate alteration without adversely affecting the nature or degree of their significance to the whole-of-site values. The rankings for tolerance for change are presented below in Table 6-4 and are derived from Burke (2010).

TABLE 6-4 TOLERANCE FOR CHANGE DEFINITIONS

Degree	Policy/Management Action
No tolerance for change – highly sensitive	The key attributes (form, fabric, function, location, intangible values) strongly contribute to the heritage significance of the element and/or its contribution to the significance of the site. The element retains a high degree of integrity and authenticity with only very minor alterations that respect or enhance its significance. The key attributes of the element or the site should be retained and conserved. Any change may result in adverse impact on the assessed significance of the element or site.
Low tolerance for change	The key attributes (form, fabric, function, location, intangible values) contribute to the heritage significance of the element and/or its contribution to the site. The element retains a moderate degree of integrity and authenticity with only minor alterations that respect its significance.
Moderate tolerance for change	The key attributes (form, fabric, function, location, intangible values) partly contribute to the heritage significance of the element and/or its contribution to the significance of the site; it may have undergone some alteration/change which does not detract from its authenticity and significance. The key attributes of the element should be generally retained and conserved. Moderate change to specific attributes is possible provided there are only minimal adverse impacts and the assessed significance of the element, or the site overall is retained.
High tolerance for change – nil/low sensitivity	The key attributes (form, fabric, function, location, intangible values) of the element have relatively little individual heritage significance but may contribute to the overall significance of the site. A greater level of change is possible to specific attributes of this element, avoiding adverse impacts and retaining the significance of the site overall.

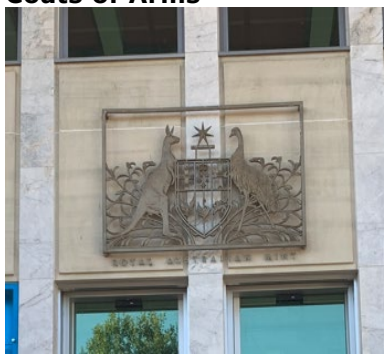
Table 6-5 provides opportunities for conservation and development, highlighting the condition, heritage significance and tolerance for change ranking of contributory items of the Former Administration Building at the RAM. The table provides detailed management guidance for each building, based on the assessed significance and tolerance for change of each element. Tolerance for change rankings for elements are shown in Table 6-5.

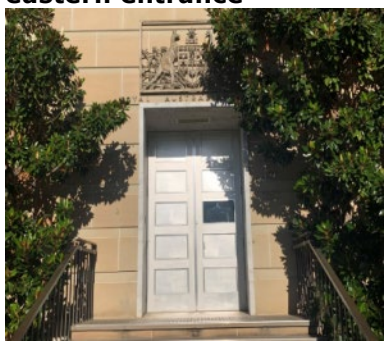
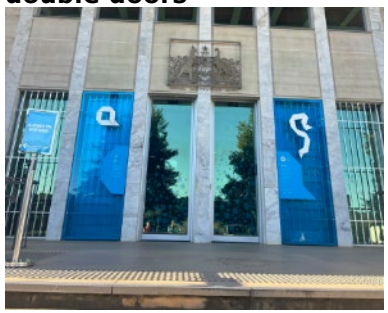
TABLE 6-5 DETAILED MANAGEMENT GUIDANCE FOR SIGNIFICANT ELEMENTS AT THE FORMER ADMINISTRATION BUILDING

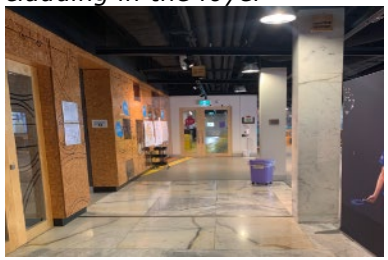
Element and Photo	Location	Description	Significance Ranking	Tolerance for Change	Recommendation
Open and landscaped setting 	RAM site	The open and landscaped setting including plantings, lawns and carpark. Overall condition and integrity of this contributory element is considered good.	Moderate	Moderate	Do not allow construction or landscaping that would significantly impact the open setting of the building. Maintain significant views and continue use of the existing carpark area.
Building footprint and symmetrical arrangement of key RAM buildings 	RAM site	The building footprint and the symmetrical siting of the buildings and their relationship to each other. Overall condition and integrity of this contributory element is considered good.	High	Low	Retain the 2 key RAM buildings and consider similar symmetrical alignment should any other structures need to be added to the complex. Retain and maintain in accordance with the recommendations in this plan.
Overall exterior 	Exterior	The Stripped Classical design and detailing of the Former Administration Building. Includes the horizontal profiles, symmetrical facades, lack of classical detailing, the 2-storey pavilion form, rhythmic façade treatments, recessed windows, recessed entrance, low pitched	High	Low	Changes to the exterior form should be avoided where possible. Additions that obscure the existing views of the façade should be avoided where possible. Minor changes to improve accessibility or safety are acceptable so long as they

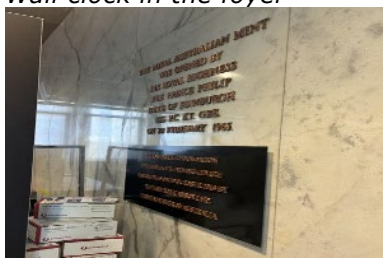
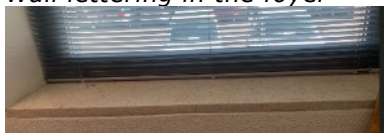
Element and Photo	Location	Description	Significance Ranking	Tolerance for Change	Recommendation
		hipped rectangular roof with projecting horizontal eaves, sandstone and marble cladding, formal main and secondary entrances, and front terrazzo colonnade with flared bases. Overall condition and integrity of this contributory element is considered good (see next row for exceptions).			match the architectural style, existing materials, and colours. Retain the existing colour of the projecting eaves. Retain and maintain in accordance with the recommendations in this plan.
Southern façade – modified sections  *Western fire escape (basement, ground floor, upper level) and ventilation system (ground floor) changes*	Southern Façade behind the multi-level fire escape, the ventilation system, and the 2 ground floor fire exits	These sections of the external wall have been modified when the fire escapes and ventilation system were added and the link with the Former Process Building removed. Overall condition of this contributory element is considered good and the integrity is considered low.	Moderate	High	Changes to these sections of the facade are acceptable so long as they match the architectural style, existing materials, and colours of the building. Retain and maintain in accordance with the recommendations in this plan.

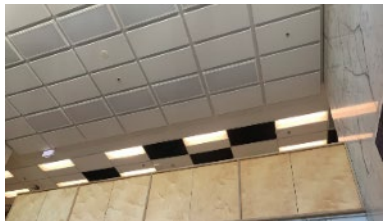
Element and Photo	Location	Description	Significance Ranking	Tolerance for Change	Recommendation
 *Window replacements (ground floor, upper level)*  *Central fire exit (ground floor)*  *Eastern fire exit (ground floor)*					

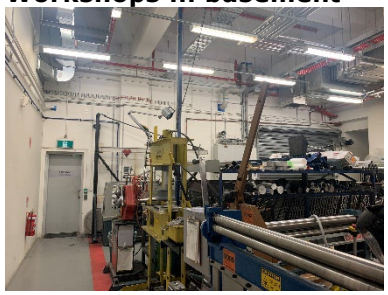
Element and Photo	Location	Description	Significance Ranking	Tolerance for Change	Recommendation
External balustrades with flared bases 	Exterior, Northern Elevation	Metal handrail and balusters with a flared base that matches that of the columns in the colonnade. Original feature. Overall condition and integrity of this contributory element is considered good.	Low	Moderate	Repairs or refurbishments require careful consideration of whether replacement fabric is necessary, and if so, like-for-like materials should be used. If the height of the handrail needs to be raised, an addition should be made rather than a replacement. Retain and maintain in accordance with the recommendations in this plan.
Coats of Arms 	Exterior, northern and eastern entrances	Above each of the 2 main entrances is a bronze coat of arms and lettering 'ROYAL AUSTRALIAN MINT'. A key original feature. Overall condition and integrity of this contributory element is considered good.	High	Low	The coats of arms should remain unchanged and in position at the building entrances. Any required restoration work should only be performed by a qualified conservator. Retain and maintain in accordance with the recommendations in this plan.

Element and Photo	Location	Description	Significance Ranking	Tolerance for Change	Recommendation
Metal double doors at the eastern entrance 	Exterior, eastern entrance	Original metal double doors at the eastern façade. A key original feature with some modification. Overall condition of this contributory element is considered good and integrity is considered moderate.	Moderate	Moderate	Repairs or refurbishments require careful consideration of whether replacement fabric is necessary, and if so, like-for-like materials should be used. Changes to the modified panel and hardware is acceptable. Retain and maintain in accordance with the recommendations in this plan.
Aluminium paneled sliding double doors 	Exterior	Aluminum paneled sliding double door frames. Doors themselves have been replaced with glass. Overall condition of this contributory element is considered good and the integrity is considered low.	Low	Doors - High Frames - Low	Repairs or refurbishments require careful consideration of whether replacement fabric of the door frames is necessary, and if so, like-for-like materials should be used. Replacement of the door leaves as necessary is appropriate, and in this event, returning to the original style should be considered. Retain and maintain in accordance with the recommendations in this plan.

Element and Photo	Location	Description	Significance Ranking	Tolerance for Change	Recommendation
Key layout and original interior features and finishes (as detailed below)  *Marble flooring and wall cladding in the foyer*  *Marble flooring and column cladding in the foyer/exhibition space corridor*	Interior, foyer and fenestration	Key layout features including the presence of the foyer, exhibition space, and central corridor, and the only remaining original features and finishes including the marble floor and wall cladding, the staircase and balustrade, the clock and wall lettering in the foyer, and the aluminium window frames and terrazzo sills. Overall condition and integrity of what remains of this contributory element is considered good.	High	Low	The presence of the foyer, former exhibition space, and central corridor should not be removed in any future layout changes. The wall clock and lettering could be carefully relocated if necessary, but should remain in the foyer. Repairs or refurbishments of the staircase and balustrade, marble finishes, aluminium window frames, and terrazzo sills require careful consideration of whether replacement fabric is necessary, and if so, like-for-like materials should be used. Retain in situ and maintain in accordance with this plan.

Element and Photo	Location	Description	Significance Ranking	Tolerance for Change	Recommendation
 *Staircase and balustrade from foyer to upper level*					
 *Wall clock in the foyer*					
 *Wall lettering in the foyer*					
 *Aluminium window frames and terrazzo sills*					

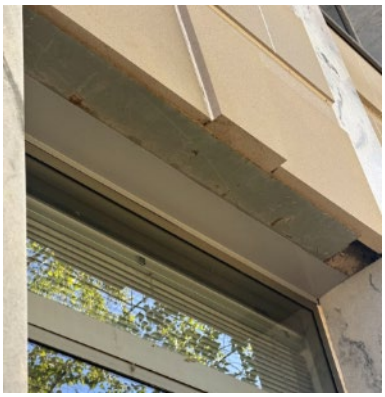
Element and Photo	Location	Description	Significance Ranking	Tolerance for Change	Recommendation
Foyer ceiling and layout leading from foyer to the west  *Foyer ceiling*  *Wall and door leading from foyer to the west*	Interior, foyer	The foyer ceiling is panelled plaster, installed during the 2006-2009 renovations as a replica of the original. The entrance leading west from the foyer to the corridor leading to workshop is still surrounded with marble cladding although the door itself has been replaced. Overall condition of this contributory element is considered good and the integrity is low.	Moderate	Moderate	The form and style of the foyer ceiling should be retained. Repairs or refurbishments should use like-for-like materials. The presence and position of this door should be retained. Repairs or refurbishments to the surrounding cladding require careful consideration of whether replacement fabric is necessary, and if so, like-for-like materials should be used. Changes to the door are acceptable. Retain and maintain in accordance with this plan.

Element and Photo	Location	Description	Significance Ranking	Tolerance for Change	Recommendation
Layout leading from foyer to the east  *Wall and door leading from foyer to the east*	Interior, ground floor	The entrance leading east from the Exhibition Space to the Activities Room has been completely replaced but is in the same position as in the original layout.	Low	High	The presence and general position of this wall and door should be retained. Retain and maintain in accordance with this plan.
Workshops in basement 	Interior, basement	Original layout of workshops.	Low	High	Major changes to the layout of the basement should be avoided. Retain and maintain in accordance with this plan.

6.6 CONDITION AND MAINTENANCE

Table 6-6 details maintenance works and changes to the Former Administration Building that have been completed in recent years (2020-2025).

TABLE 6-6 MAINTENANCE WORKS AND SITE CHANGES COMPLETED (2019-2025)

Location	Detail of Work	Photograph
South-elevation staircase	Exposed insulation re-filled and covered	
South elevation	Tree branches growing above guttering trimmed back	No photograph available
South elevation	Insect (wasp) nests mostly removed	No photograph available
South elevation	Protective barrier installed where erosion/breakage of sandstone was occurring	
Colonnades	Some cracking and efflorescence on columns has been rectified	
South elevation – open staircase	Some peeling paint rectified	No photograph available
Internal entrance foyer	Equipment obscuring view of plaque removed to reveal original commemorative lettering	No photograph available

6.7 FUTURE USE OPPORTUNITIES AND CONSTRAINTS

Consideration should be given to continuing the current usage of the Former Administration Building.

It is important that before any future use opportunities are underway, the personnel responsible for site management and maintenance are familiar with the requirements of a heritage site. Information contained in this plan can be used for training materials that can be included in safety inductions for groups undertaking any activities at the Former Administration Building.

Some future use options are:

- The retention of the existing building and ongoing use; and
- Retaining and maintaining the existing building, but altering its use to incorporate community, commercial, or residential use.

Section 7.5 provides further guidance relating to future use opportunities and development constraints.

6.7.1 CONSTRAINTS

The retention of an appropriate visual setting and physical environment is an essential element of heritage conservation. Form, setting, and significant fabric should never be compromised.

The nature of any proposed new development should be assessed in terms of bulk, massing, form, scale, and materials, with a view to minimising impacts on the heritage values. Any new development, including additions to existing structures, must be deferential to the building and contemporary in design.

6.8 LEGISLATIVE COMPLIANCE

Compliance with the EPBC Act is required whilst the property tenure remains National Land and the building in Commonwealth control. ACT legislation may apply to certain activities by the Commonwealth, and legal advice should be sought on whether approvals or permits would be required. ACT legislation would apply if the land tenure were to change and the building divested from Commonwealth control. Section 4.5 of this plan outlines the planning framework relating to the Former Administration Building to ensure legislative compliance on heritage issues under the EPBC Act

6.9 PUBLIC ACCESS AND SAFETY

Access to the Former Administration Building is currently limited to pre-arranged visits predominantly by school groups attending for educational purposes. The site is not a highly secure facility, but the building is mostly inaccessible to the public, with all visitors accompanied to specific areas. The surroundings of the building are open to the public, as part of the broader setting of the Mint.

The client has indicated that there is no sensitive information relating to the Former Administration Building. Management protocol will comply with landlord’s and tenant’s information security policy.

7. POLICIES AND GUIDELINES

This section presents policies and guidelines to address the on-going management and care of the heritage values at the Former Administration Building.

7.1 MANAGEMENT OBJECTIVES

The objective of future site management is to conserve the Commonwealth Heritage values of the Former Administration Building in the context of a range of management requirements and issues. This section presents policies and guidelines to address the on-going management and care of the heritage values at the Former Administration Building.

7.2 APPROACH TO HERITAGE MANAGEMENT

The Australia ICOMOS Charter for the Conservation of Places of Cultural Significance (2013) (the Burra Charter) is widely recognised for its guiding principles on conservation in Australia in terms of the physical fabric. The Burra Charter contains basic conservation principles in a range of articles, which address cultural significance and how to protect it. This plan advocates an understanding of the Burra Charter principles which include:

- the place itself is important;
- understand the significance of the place;
- understand the fabric;
- significance should guide decisions;
- do as much as is necessary, but as little as possible;
- keep records; and
- do everything in a logical order.

In the first instance, this plan should be adopted by the Crown Lessee. It is important that the personnel responsible for the management and maintenance of the Site are familiar with the requirements of a heritage site. Awareness of the matters to consider and procedures to follow is essential to the successful ongoing conservation management of the heritage place.

Policy 1
This plan is to be adopted by the authorities responsible for the management of the Former Administration Building (including key stakeholders) and used in its ongoing strategic and day-to-day management.
Policy 2
The conservation and management of the heritage values of the Former Administration Building should protect its Commonwealth Heritage values and be carried out in accordance with the principles of the Burra Charter.
Policy 3
Seek advice from a suitably qualified and experienced heritage specialist if proposed changes or maintenance have the potential to adversely impact the listed and assessed heritage values of the Former Administration Building.

7.3 MANAGEMENT FRAMEWORK AND WORKS APPROVAL

7.3.1 MANAGEMENT OF CONTRIBUTORY ELEMENTS

7.3.1.1 SITE MANAGEMENT FRAMEWORK & TRAINING

Overall responsibility of the management and maintenance of the Former Administration Building resides with the Crown Lessee and Dawson Commercial Pty Ltd, as the property services provider, for the base building component, and Questacon, as the tenant, for the fit out. All personnel responsible for the management and maintenance of the Former Administration Building should be made aware of the heritage values it contains and be provided with the latest version of the HMP. Finance should make relevant training available to support understanding of Commonwealth Heritage and EBPC Act statutory requirements.

Policy 4

Heritage inductions should be developed and implemented for personnel responsible for the management and maintenance of the Site, including provision of ongoing access to the latest version of the HMP.

7.3.1.2 DETAILED MANAGEMENT GUIDELINES FOR CONTRIBUTORY ELEMENTS AND SIGNIFICANT FABRIC

The RAM buildings have undergone broad scale refurbishments in the 1980s, and again in the 2000s, which have impacted the interior of the buildings. The exterior of the Former Administration Building has been modified to some degree through the removal of the link building and addition of fire escapes, ventilation system, and loading dock.

Building elements identified as significant may be highly intact, rare, or play a major part in contributing to the historical significance of the RAM as a whole.

An overview of significant heritage elements and their management is contained in Sections 5.5 and 6.5. Significant fabric is indicated in Figure 5-2 to Figure 5-4. The following policies support the heritage conservation and management of this fabric and the Commonwealth Heritage values of the RAM.

Policy 5

Elements and fabric of high significance at the Former Administration Building should be retained, conserved, and protected and subject to consideration of building condition, with minimal intervention. Figure 5-2 to Figure 5-4 should be used as a guide where changes to significant elements are proposed.

Policy 6

Any works that may impact on the significant elements of Former Administration Building should only be undertaken once an HIA has been prepared and any necessary EPBC Act approvals have been granted. All works must be undertaken by suitably qualified tradespeople familiar with heritage conservation.

Policy 7

A tradesperson familiar with heritage conservation and this plan may carry out the maintenance outlined in Table 7-1, as well as less extensive changes, provided the work is undertaken in accordance with Section 7.16, and is documented in accordance with Policies 35 and 36.

Policy 8
Fabric of the Former Administration Building that has no heritage value may be removed or replaced as necessary, as long as any replacement does not impact the heritage values of the site.
Policy 9
Changes to the exterior of the Former Administration Building, including roofscapes, should be avoided where possible. If installations at roof level are required, they should be designed and sited in locations that are not overtly visible from the streetscape.
Policy 10
Repair or replacement of the exterior cladding on the Former Administration Building should use materials of matching colour, profile, and quality.
Policy 11
The marble floor and interior cladding is a significant feature of the building. Repairs to the marble should continue, to enable retention.

Prior to making major changes to the Former Administration Building, the condition of the place should be recorded. This can be undertaken in accordance with the NSW guideline *Photographic Recording of Heritage Items Using Film or Digital Capture*, which can be accessed online at Photographic recording of heritage items using film or digital capture | Environment and Heritage.

These NSW Guidelines are considered industry leading practice and are adopted by Commonwealth agencies such as the Department of Defence and Department of Finance in the absence of similar Commonwealth guidelines. A copy of the resulting report can be lodged with the ACT Heritage Library to assist with recording the history of changes to a heritage place over time.

Policy 12
Prepare a Photographic Record of the site in accordance with the NSW Heritage Office guidelines prior to commencing any major changes or works to areas or items with heritage values.

7.4 CHANGE IN OWNERSHIP

If the tenure of the Former Administration Building property changes from National to Territory Land and is divested from Commonwealth control, it is recommended that the Former Administration Building be nominated to the ACT Heritage Register to afford formal protection under the ACT heritage system. Consultation with the ACT Heritage Council would be necessary at least 12 months prior to the property leaving Commonwealth control to ensure the appropriate nominations are in place to provide ongoing heritage protection.

Policy 13
If the Former Administration Building is to be disposed of in the future, the Crown Lessee should notify Finance.

Policy 14
Should the tenure of the property change from National to Territory Land be divested out of Commonwealth control, the current Crown Lessee will ensure the ongoing protection of identified Commonwealth Heritage values post-sale. As the Former Administration Building has been found to meet more than one criterion of the ACT Heritage Register, this will include nomination of the building to the ACT Heritage Council. Finance would also informally notify DCCEEW to facilitate removal of the property from the CHL in this instance. The HMP will also be provided to the purchaser.
Policy 15
This plan should be reviewed and updated within 6 months of a change of ownership.

Consultation with the ACT RAOs about any change of ownership is recommended, to demonstrate due diligence and consistency with the *Ask First* principles and *Engage Early* EPBC Act guidelines. A record of consultation with the RAOs should be included in any HMP updates and also be included in the submission to the Minister for change of ownership.

Policy 16
The Crown Lessee should consult with the relevant Aboriginal stakeholders about any proposed changes in ownership, and record consultation outcomes..

7.5 FUTURE USE AND ADAPTIVE REUSE GUIDELINES

The Former Administration Building is a robust concrete and steel structure which could tolerate a variety of uses. Refurbishments from 2004-2009 have modified the building, but it has essentially continued its functions as offices with space for exhibitions or visitation since its construction.

Ideally, future use options for the Former Administration Building should consider the retention of its heritage values through usage which is consistent with its history.

7.5.1 FUTURE AND ADAPTIVE REUSE

Policy 17
When considering appropriate adaptive re-use of the Former Administration Building, the primary considerations should be to retain the form, setting, and significant fabric of this building and its relationship to the Former Process Building.
Policy 18
The continued use of the Former Administration Building as offices and public visitor facility is considered compatible with the heritage values of the building and should be continued and encouraged in future.
Policy 19
Any proposals for adaptive reuse of the Former Administration Building that affects significant attributes as identified in Table 6-5 should be subject to a HIA to assess the potential impact on the place’s Commonwealth Heritage values.
Policy 20
In accordance with Burra Charter Article 21, any future adaptive reuse of the Former Administration Building should involve minimal changes to significant elements (refer Section 5.5), and result in minimal impacts to heritage significance.

7.6 DEVELOPMENT CONTROLS

The large expanse of open space surrounding the RAM site allows significant views and vistas to, from and within the site (Refer to Figure 4-1). Significant views to the RAM buildings also exist from Denison Street to the east and Yarra Glen to the north and southwest. Even though the buildings are set back from the street, they still have a significant presence in the streetscape, particularly given the undeveloped backdrop to the north, south and east.

Policy 21

Future planning at the Former Administration Building should maintain significant views and vistas, as shown in Figure 4-1 of this plan.

There is limited available space for new development at present, and any new development would likely require reconfiguration of the car parks and landscape elements. New buildings would potentially impact on the heritage values of the site, including its aesthetic attributes.

Policy 22

Development of new structures at the Former Administration Building has the potential to impact on the heritage values. Any proposals to construct additional buildings at the site or adjacent to the site should be subject to a HIA and consider prudent and feasible alternatives. New development is likely to require approval under the EPBC Act, and consultation with DCCEEW and the NCA should be undertaken early in the planning process, if new development cannot be avoided.

Policy 23

Where new structures are required for site functionality purposes, they should be of a low scale, reflect the strong horizontal and vertical lines of the RAM buildings, be constructed using sympathetic materials and be designed and positioned in a way that does not detract from the heritage values of the Former Administration Building and the RAM site as a whole. New structures need to be informed by heritage advice early in the design process, including preparation of a HIA.

7.7 EXTREME WEATHER EVENTS AND EMERGENCY REPAIRS

Climate change will increase the frequency and intensity of storms, and prolong periods of very high temperatures in the location of the RAM, posing risks to heritage fabric and values. This threat emphasises the importance of regular maintenance and repairs to ensure that the building remains water tight. In addition to the maintenance inspection regime provided in Section 7.16, it is essential that comprehensive inspections occur immediately after an extreme weather event and repairs are undertaken as quickly as possible.

Policy 24

Inspections after storms and other extreme weather events should be undertaken as soon as it is safe to do so, and any necessary repairs should be undertaken in accordance with the guidance at Sections 7.16 and the Heritage Handbook at Appendix F.

Policy 25

Ensure all site management personnel are familiar with the emergency response plan for the Former Administration Building and that communication and response protocols are clear to address damage from storms and other extreme weather events. Review the emergency response plan for the Former Administration Building annually and update as needed.

Policy 26
In the event of damage caused by extreme weather events, undertake repairs with advice from suitably qualified experts including built heritage specialists and engineers as required and as quickly as possible to prevent further damage.

7.8 CHANCE FINDS MANAGEMENT

It is unlikely that the sub-surface areas of the site contain items of archaeological interest given the extent of sub-surface disturbance involved during construction

The cultural heritage analysis of the site has determined that it has low Aboriginal archaeological potential. However, if potential Aboriginal or historic archaeological items are found during site works, the protocols at Appendix G are to be followed.

In the event of the discovery of possible human remains, the Police must be contacted immediately, and all works must cease.

Policy 27
In the event of an unforeseen discovery, the find should be reported immediately to the Property Manager and Crown Lessee, and any works ceased immediately. Depending on the nature of the find, other authorities may need to be contacted. Refer to Appendix G for Chance Finds Protocol.

7.9 INTERPRETATION AND ACCESS

7.9.1 INTERPRETATION

The purpose of interpretation of heritage places is to reveal and explain their significance and to enable that significance to be understood by the people that manage the place and the public that access the place. Interpretive media can take many forms, including signage, brochures, publications, video, oral histories, art, heritage trails, and events such as open days. Utilising a variety of media appeals to a broad range of learning styles and assists in delivering messages to a range of people.

A Heritage Interpretation Strategy (HIS) is often developed where there is public access to, and/or interest in a heritage place. The HIS can be used to prioritise interpretation actions and allocate funding over a rolling program of preparation, installation, and reviews/upgrades. An Interpretation Plan was prepared for the whole RAM site in 2007 (Woodhead), however significant changes have occurred since 2007, including refurbishments, change of ownership and tenancies, and inclusion on the CHL.

Policy 28
An updated Heritage Interpretation Plan should be prepared for the Former Administration Building, which considers a variety of media to communicate the history and significance of the building, its connection to the Former Process Building, and its importance to Australia’s cultural history.
Policy 29
Site interpretation should also communicate the Aboriginal history of the area and be prepared in conjunction with RAOs.

7.9.2 ACCESS AND SAFETY

Access to the Former Administration Building is currently limited to pre-arranged visits predominantly by school groups attending for educational purposes. The site is not a high security facility, but the building is mostly inaccessible to the public, with all visitors accompanied to specific areas. The surroundings of the building are open the public, as part of the broader setting of the RAM.

Policy 30
Continue to provide and encourage public access to the building (accompanied, where necessary) as part of promoting the heritage values of the site.

7.10 STAKEHOLDER CONSULTATION

With the need to ensure compliance under the EPBC Act for heritage matters, consultation with a range of stakeholders will be required from time to time. Where an activity is proposed that may impact heritage values (and may require an EPBC referral), early consultation with DCCEEW is advised to ensure all timelines for approvals are factored into work programs.

Policy 31
Consult with key stakeholders on matters that may involve heritage impacts, keep them informed of decisions regarding changes to heritage values at the Former Administration Building and involve them in future updates to the HMP.
Policy 32
Contact the RAOs if there are any unexpected Aboriginal heritage finds or any incidents that could impact Aboriginal heritage values. If intangible cultural heritage values are identified through consultation with Traditional Owners in the future, facilitation of safe access to the site regarding these values should be provided. Management of any culturally sensitive information that may be identified in the future is to be agreed with the Traditional Owners and implemented accordingly.

7.11 LANDSCAPING

Historic images suggest that landscaping associated with the site was minimal, with a generally austere planting landscape emphasising the buildings as the primary feature of the site.

Policy 33
Any future landscaping should be minimal and complement rather than detract from or compete with the aesthetics of the Former Administration Building.
Policy 34
The landscaping between the Administration and Former Process Buildings should be retained to act as a separator between the 2 buildings; however, should be maintained at low levels so as not to obstruct the visual connection between the 2 buildings.

The space between the Administration and Process Building was re-landscaped in 2018, as part of the separation of services between the buildings, resulting in trenching works and removal of all existing vegetation. It was originally a space devoid of landscaping, and later became the loading dock area. The introduction of landscaping in this space is an aesthetically pleasing addition to the site. It also serves to separate the 2 buildings, now that they are under different ownership and tenancies.

7.12 SIGNAGE

When approaching the buildings from the north-east, the Former Administration Building is the first structure of the RAM encountered. Consultation and observation during the site inspection indicated that a large number of visitors mistakenly approach the Former Administration Building when seeking the tourism experience of the RAM.

Signage should be positioned at the entrance driveway to the Former Administration Building, providing clearer directions to the Mint, by continuing further south. Signage should also be placed at the driveway to the Former Process Building, 'directing' cars into the correct facility (refer to Figure 7-1).

Policy 35

To reduce confusion for the visiting public, improved signage should be installed at the locations suggested in Figure 7-1 to more clearly identify the relevant buildings and carparks for tourists, either seeking the Mint tourist destination at the Former Process Building, or Questacon at the Former Administration Building. The decision to install wayfinding signage is a consideration for the landlord and tenant, with necessary approvals from the NCA.

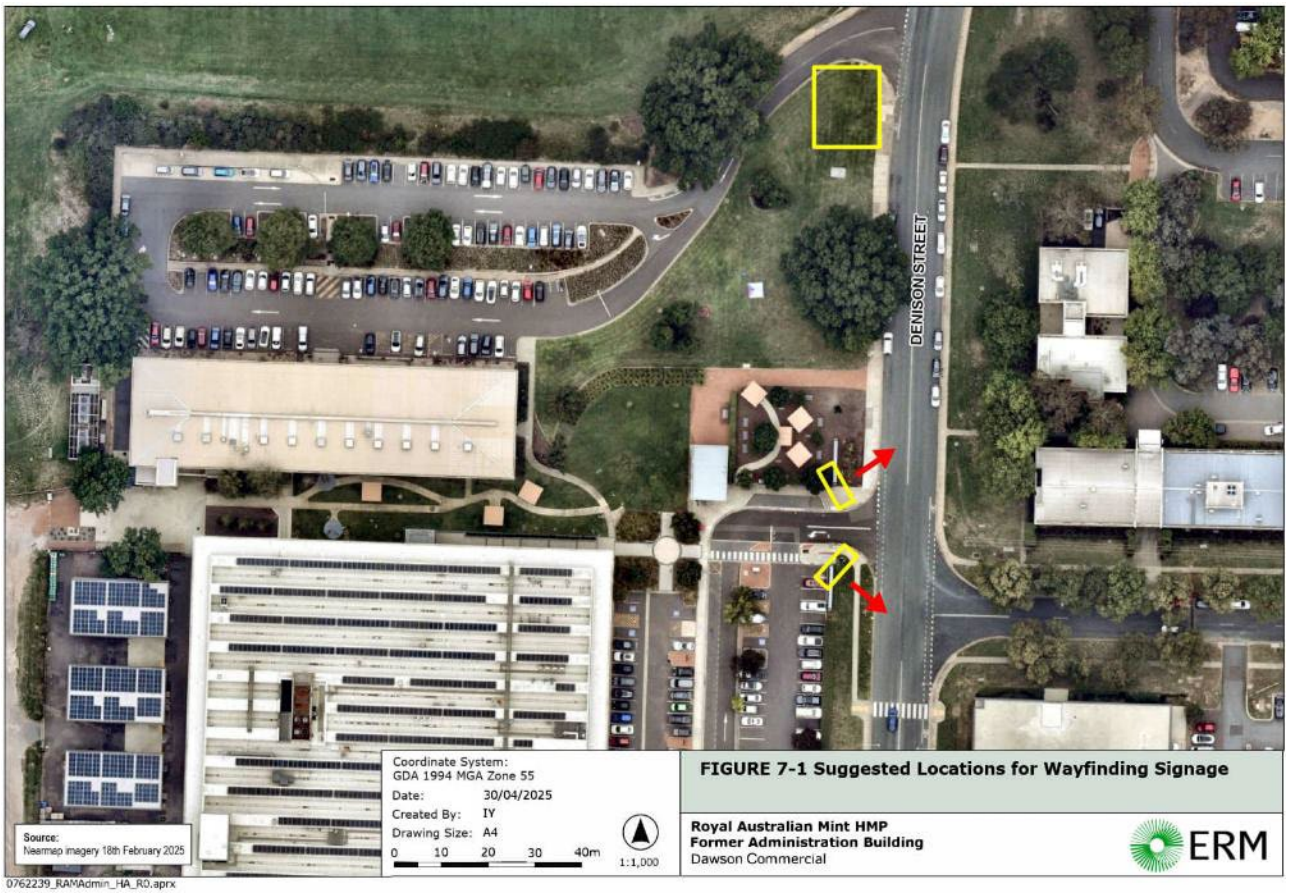


FIGURE 7-1 SUGGESTED LOCATIONS FOR WAYFINDING SIGNAGE

7.13 DISABILITY DISCRIMINATION ACT 1992 AND BUILDING CODE OF AUSTRALIA REQUIREMENTS

Additions and alterations to the Former Administration Building have occurred over time to meet compliance with DDA and BCA requirements, including an access ramp. Some additions are particularly innovative, in that they are able to be removed in future with little to no impact on the heritage fabric.

Policy 36

Where health and safety and / or BCA compliance requires alteration to significant building fabric, care should be taken to minimise impacts as much as possible. Where the potential impact on heritage fabric is considered to be high, advice from a heritage specialist should be sought. An HIA and/or Referral under the EPBC Act may be required.

7.14 SERVICES

Building services for the Former Administration Building are primarily positioned in the basement. Suspended ceilings in the building interior conceal services such as air conditioner ducting, lighting, and fire services. Alternatively, in areas such as workshops an exposed services design has generally been adopted. Services are painted black to be less visually obtrusive.

Policy 37

Upgrading of plant and equipment or electrical and plumbing services should be installed in existing locations using existing voids and cavities. New interventions into significant fabric should be avoided as much as possible.

7.15 MONITORING, RECORDING AND REPORTING PROTOCOLS

The objectives of this section of the report are to outline ways in which changes to the building are tracked and ensure this plan and associated action plans, implementation plans, and maintenance plans are regularly reviewed and updated.

7.15.1 MONITORING

Regular monitoring of implementation of this plan is required under the EPBC Regulations and will support the conservation of the heritage values of the Former Administration Building. Monitoring should involve the following activities:

- The condition of the heritage values will be monitored annually via physical inspections of the Former Administration Building using the cyclical maintenance checklists provided in this plan (Appendix F). The condition assessment will be informed by the baseline condition provided in this plan. The aim is to prevent further deterioration of the condition of the heritage values of the Former Administration Building.
- Prompt action will be taken to address issues that are impacting on the condition of the heritage values.
- Annual review of progress against the implementation plan at Section 8.

Policy 38

The implementation of this plan and the condition of the heritage values of the Former Administration Building will be monitored annually by the lessee.

7.15.2 RECORDING

Where buildings, structures, or landscape elements of heritage value are approved for demolition or removal, archival recording should be prepared. If the element is of moderate or high heritage value, a comprehensive archival recording should be undertaken. This would involve the production of photographic capture and plans, and measured drawings.

Policy 39
Prepare an Archival Recording of the site or its affected areas prior to commencing any major changes or works to areas or items with heritage values. Details of the alteration works should be recorded following their completion.

7.15.3 REPORTING

Planned and unscheduled maintenance works and alterations to heritage items and areas need to be recorded by the Property Manager to provide a centralised record of changes to the place over time, and to satisfy requirements under the EPBC Act. Records of all repairs and works, associated decisions and reasons for decisions will be kept for reporting and auditing purposes.

Electronic recording should capture any maintenance undertaken at the Former Administration Building with attention to significant fabric (refer to Table 6-5) for significance of site elements). These records are to be incorporated in future updates of the statutory HMP.

The findings of the annual implementation review will be reported to the Crown Lessor. If progress does not align with the timeframes in the implementation plan, actions will be taken to address the outstanding actions.

In the event of divestment, a copy of site works records should be made available to the new site manager and a record should continue to be maintained for the site.

Policy 40
Routine maintenance as well as substantial maintenance to heritage items and areas at the Former Administration Building should be recorded.
Policy 41
Records of substantial maintenance works and alterations should be incorporated in future updates of the statutory HMP.
Policy 42
The implementation of this plan should be reported annually by the Property Manager to the Crown Lessee.

7.15.4 REVIEW OF THE HMP

For this plan to remain a useful heritage management and conservation tool it needs to be reviewed and updated at regular intervals. The review is to be undertaken by the client with assistance from a heritage specialist as required. The review is to focus on amending responsibilities and include commentary on any works undertaken since the last HMP review; it will also consider any changes or planned changes of use.

Whilst the Former Administration Building remains National Land and under Commonwealth control, in accordance with the EPBC Act, this plan must be reviewed at least once every 5 years. The review should assess the content of the plan and determine its effectiveness in protecting the heritage values of the place and make recommendations for updating or re-writing the plan as required.

The Property Manager will check the implementation of this plan, including actions identified in Figure 7-1 and cyclical maintenance schedule, with corrective actions to be recorded and implemented within agreed timeframes.

Policy 43
This plan should be reviewed and updated at least once every 5 years in accordance with Section 341X of the EPBC Act.
Policy 44
This plan should be made available for public review and comment, in accordance with EPBC Act 1999 requirements.

7.16 MAINTENANCE OF HERITAGE SIGNIFICANCE

This section provides maintenance protocols to guide regular inspections, Catch up Maintenance Schedule, Cyclical Preventative Maintenance Inspection Schedule, and Planned Maintenance Works that ensures heritage values are conserved.

The Site has been subject to regular, effective maintenance, which has contributed to its good condition overall.

7.16.1 REASONS FOR MAINTENANCE

The desirable standard of maintenance depends on the intensity of use and climatic conditions. A policy of preventative maintenance work is less expensive in every way. Neglecting maintenance leads to decay and may lead to costly repair.

A clear understanding of the building materials, construction, and its development, and as a result the likely problems that may be encountered, assists with the anticipation and appropriate maintenance and repair. Maintenance is defined by the Burra Charter as the continuous protective care of the fabric, contents and setting of a place. Preventative Maintenance is carried out to prevent an item failing or wearing out by providing systematic inspection, detection and prevention of damage or failure, and is usually programmed. If carried out properly, preventative maintenance will reduce the probability of decay. This contrasts with corrective maintenance, whereby damaged or deteriorating material is replaced or repaired. Preventative maintenance can not only reduce, or even avoid, the need for repairs later; it will prevent the loss of original fabric and is cost-effective. Corrective maintenance is disruptive and costly in both significant fabric and financial terms.

Regular inspections and preventative maintenance thus form the basis of the most cost-effective approach to the conservation of buildings and items of heritage significance. While some heritage buildings and items have materials that may require specialised care, the majority of preventative maintenance is standard housekeeping that can be undertaken as part of programmed maintenance activities for all assets.

Regular inspection and preventative maintenance activities can contribute to extending the life of an asset and reduce the whole of life costs associated with using the building. The need for major conservation work is most commonly the result of insufficient inspection and maintenance. The cost benefits of developing and implementing an inspection and preventative maintenance regime are outlined in the graph below (Figure 7-2).

Continuation of existing uses and seeking new or adaptive re-use of heritage items also plays a key role in conserving heritage values by ensuring maintenance issues are identified early and supporting justification for funding works for ongoing care.

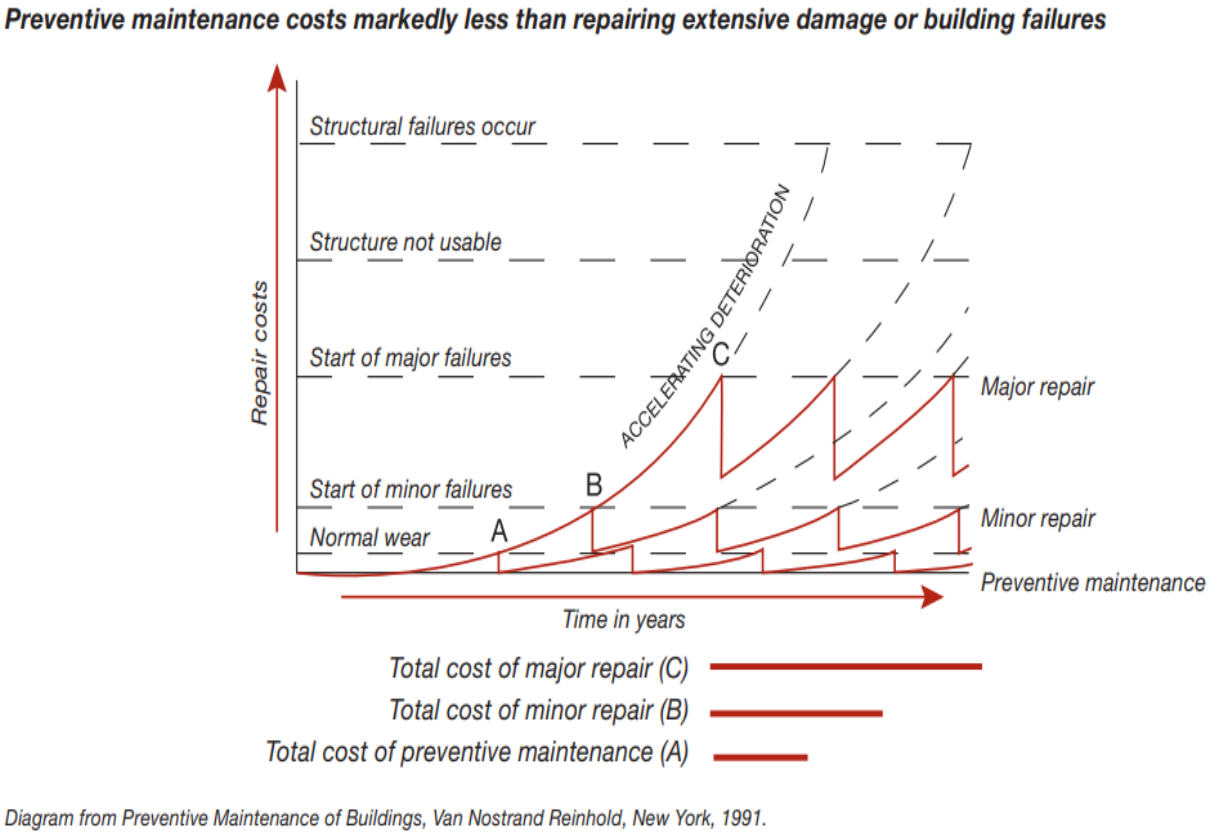


FIGURE 7-2 PREVENTATIVE MAINTENANCE COSTS DIAGRAM (SOURCE: NSW HERITAGE OFFICE 2004:3)

7.16.2 REGULAR INSPECTION

Regular annual inspections should be undertaken by the Property Manager of the Former Administration Building, on behalf of the Crown Lessee. These inspections are important as part of the ongoing care of the heritage values and fabric of the buildings and the associated elements on the site. Additional guidance for these inspections is provided below.

Maintenance and examination of the Former Administration Building should ideally be tackled by routines of 6-monthly, annual and 5-yearly inspections, followed by brief reports. The inspections should be undertaken by the Property Manager who may consult with a heritage practitioner with knowledge of historic buildings and conservation of building materials and methods if necessary.

The checklists provided in Appendix I outline what needs to be considered for the Former Administration Building to ensure issues that may have an impact on heritage values are mitigated. This checklist should be integrated into the Property Manager's existing maintenance inspection checklist.

7.16.3 MAINTENANCE PLANS

This section presents prioritised implementation plans comprising specific work tasks to manage the heritage values of the Former Administration Building and individually significant features. These works should be integrated into the Property Manager's maintenance plans, and the client's minor capital expenditure programs, or capital expenditure programs.

The maintenance plans are prioritised according to the risk framework and divided into:

- Catch Up Maintenance;
- Cyclical Preventative Maintenance Schedule; and
- Planned Works.

Maintenance works should continue to be documented by the lessee/the lessee's property management team, with input from the tenant as required. An example of the type of information to be documented for maintenance works is provided at Appendix H.

7.16.3.1 CATCH UP MAINTENANCE

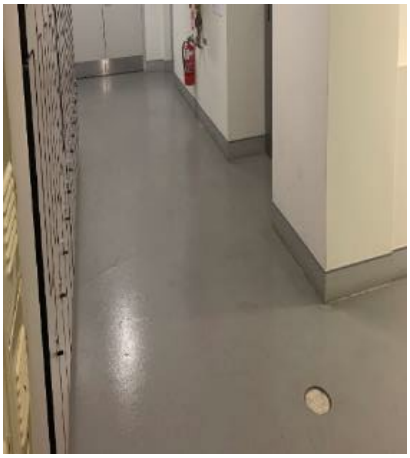
A schedule of catch-up maintenance and repairs is provided below, including general housekeeping and maintenance issues. The repairs are prioritised under 3 categories:

- High (complete within 6 months) – work considered essential for the safety of the site or the users and visitors.
- Medium (complete within 12 months) – recommended work of lower priority but necessary to minimise long- term damage to the site's fabric and to enable the continued use of the site.
- Low (Complete within 2 years) – work necessary to maintain the condition of the place and its heritage values.

Provided the maintenance outlined in Figure 7-1 is undertaken by a tradesperson familiar with heritage conservation and in accordance with the Heritage Handbook in Appendix F, further heritage advice is not warranted.

TABLE 7-1 CATCH UP MAINTENANCE AND REPAIRS

Location	Priority	Fault	Recommendation	Photograph
Northern facade	Low	Holes in external marble	Rectify drill holes	
External bannisters	Low	Flaking paint	Re-paint	

Location	Priority	Fault	Recommendation	Photograph
External facade	Moderate	Dirt build-up on external stone	Remove dirt build up with appropriate cleaning method and agent	
Southern facade	Low	Stone corrosion/degradation	Replace missing areas with sympathetic material	
Northern facade	Low	Marks on metal banister	Clean with appropriate cleaning method and agent	
Eastern facade	Low	Glue marks from previous signage visible	Remove with appropriate cleaning method and agent	
Internal vinyl flooring - Basement	Low	Cracking in vinyl floor	Re-fill cracks	

Location	Priority	Fault	Recommendation	Photograph
Colonnades	Moderate	Cracking and efflorescence on columns	Monitor and treat as required	
East elevation – entrance	Low	Missing panel in door	Replace with panel of similar/sympathetic material.	
South elevation	Low	Intrusive blue feature/air conditioning unit	Minimise visual impact of services/features required to be added to the building.	
South elevation	Low	Insect (wasp) nests	Remove.	No photograph available.

8. IMPLEMENTATION PLAN

8.1 ACTIONS FROM POLICIES AND GUIDELINES

The Action Plan below in Table 8-1 includes a description of each required action, its priority, the responsible party, and a timeframe for implementation.

TABLE 8-1 HERITAGE MANAGEMENT ACTION PLAN

Priority	Action	Responsibility	Timeframe	HMP Guideline and Policy Reference
High	Adopt this plan.	Crown Lessee and Finance	At completion of this plan.	Section 7.2, Policy 1
High	Conservation and management of the heritage values of the Site to be carried out in accordance with the principles of the Burra Charter.	Crown Lessee	Following adoption of this plan.	Section 7.2, Policy 2
High	Develop routine maintenance plan and templates for recording maintenance activities.	Crown Lessee and Property Manager	Following adoption of this plan.	Section 7.16 Table 7-1
High	Undertake catch up maintenance and repairs.	Property Manager	Following adoption of this plan.	Section 7.16.3 Table 7-1
Moderate	Conduct an annual review of implementation of this plan and report outcomes to Finance.	Property Manager	Annually.	Section 7.15, Policies 38 and 42
Moderate	Prepare and implement an updated Interpretation Plan for the Former Administration Building	Crown Lessee in consultation with Finance and the tenant	By December 2027	Section 7.9.1, Policy 28
Low	Review this plan, update as needed.	Crown Lessee in coordination with Finance	Every 5 years	Section 7.15.4 Policy 43

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APPENDIX A HERITAGE CITATION

COMMONWEALTH HERITAGE LIST CITATION

Source: Australian Heritage Database, accessed March 2025

THE ROYAL AUSTRALIAN MINT, DENISON ST, DEAKIN, ACT, AUSTRALIA

Photographs	None
List	Commonwealth Heritage List
Class	Historic
Legal Status	Listed place (22/02/2016)
Place ID	106191
Place File No	8/01/000/0545

SUMMARY STATEMENT OF SIGNIFICANCE

The Royal Australian Mint in Canberra is significant as Australia's sole production facility of circulating coinage and the only Australian Mint to be established independently of the London Royal Mint. Historically, the Royal Australian Mint played a crucial role in Australia's conversion to decimal currency on 14 February 1966 by producing vast quantities of new dollars and cents to replace the imperial denominations of pounds, shillings and pence. This conversion was not only an important monetary step, but also contributed to the development of a distinct Australian identity following the ending of the British Empire, highlighted by the contemporary controversy over the original proposed name of the new coinage, "Royals". The Royal Australian Mint is constructed in the 'stripped classical' architectural style which demonstrates its important public institutional role beyond its functional purpose as a factory. Today, the Royal Australian Mint has a special association with coin collectors/numismatists as the place where commemorative coins are produced, reflecting a worldwide passion and the role that coinage has played in human culture for more than two millennia.

OFFICIAL VALUES

Criterion A Processes

The Royal Australian Mint was purposely constructed to facilitate the conversion of Australia’s currency from the British Imperial denominations of pounds, shillings and pence into dollars and cents (decimal system) on 14 February 1966. Although part of a broader monetary trend of Commonwealth countries converting to decimal currency, the conversion was another step in the construction of a distinct Australian identity in a post-Empire world. The Royal Australian Mint is testament to the dichotomy of Australia’s new and old national identity, as the “Royal” Australian Mint was pivotal in the production of vast quantities of new “Dollars” to support the conversion.

The features of the Royal Australian Mint displaying this value are the existence of the former Administration Building and former Process Building as identifiable structures in which the production of decimal coinage for the conversion took place.

Criterion B Rarity

The Royal Australian Mint has been the sole facility for the production of Australia's coinage (the Reserve Bank of Australia produces currency notes) since 1983. Historically, the Mint is unique in that it was the first and only Australian mint to be established independent of the London Royal Mint. The previous Australian Mints (Sydney, Melbourne and Perth) were established as branches of the London Royal Mint. As such, the Royal Australian Mint has significant heritage value in terms of containing an uncommon aspect of Australia's cultural history in representing Australia's development into an autonomous country from Britain, complementing other buildings in other fields in the national capital, such as Old Parliament House for the political sphere and the National Library and National Gallery in the cultural sphere.

The features of the Royal Australian Mint displaying this value are the industrial, operational and visitor exterior and interior constructions and works necessary in order for the working operation of Australia's sole mint to continue. These have evolved and continue to evolve over time as the Mint improves its operation in response to engineering and other developments.

Criterion D Characteristic values

The Royal Australian Mint's stripped classical architecture is significant because the style identifies the Mint as a national institution, in addition to a functional factory. Given its location outside the Parliamentary Triangle, the architectural style is fundamental in linking the Mint with other national institutions, such as Old Parliament House and the National Library of Australia, through their common reference to the classical foundations of western society in Ancient Greece and Rome. The former Administration Building is a better representation of stripped classical architecture than the former Process Building as the architectural elements of the latter are secondary to its primary functional purposes.

Stripped classical architecture is featured in both the former Administration and Process Buildings in their uniform rectilinear elements (e.g. horizontal profiles, symmetrical facades) and lack of classical detailing. The former Administration Building displays a number of significant external elements including its two storey pavilion form, rhythmic facade treatments, recessed windows, sandstone and marble facade cladding, front terrazzo colonnade, low pitched hipped rectangular roof with projecting horizontal eaves, and formal main and secondary entrances with crests. The former Process Building's functional use is reflected in its more simplified external style, but includes a number of significant elements such as its two storey pavilion form, rhythmic facade treatments, recessed windows, sandstone and basalt facade cladding, and mansard-style parapet roof with projecting eaves.

Criterion G Social value

The Royal Australian Mint has a strong association with coin collectors, also known as numismatists, for the products it produces as well as its symbolic importance. The Mint produces themed coins for the collector market and is important to numismatists who collect significant coins such as the first and last coins minted each year.

DESCRIPTION

The Royal Australian Mint site is at block 65, on the west side of Denison Street in Deakin, ACT. It overlooks Adelaide Avenue/Yarra Glen Road in the valley which leads west and south out of Canberra's Parliamentary Triangle. The site has an area of approximately 35 ha. The topography is relatively level, however, there is a drop of around four metres in the south-west corner. An embankment of four metres has been created along the northern boundary which has given the building the illusion of being elevated.

The Royal Australian Mint is a complex dominated by two adjacent parallel slightly off set buildings. The two buildings are both essentially two storey 'pavilion' forms and are exemplars of the Late Modern, Stripped Classical style with projecting horizontal eaves all around and equally rhythmic facade treatments. This is particularly evidenced on the north facade of the former Administration Building. The building forms, and their arrangement in relation to each other, are comparable to other schematic layouts of the style and time in Canberra and around the world.

In addition to the two main buildings, there are a scattering of ancillary structures associated with the Royal Australian Mint. These include the water treatment plant in the south-west corner of the site, various stores on the southern side of the former Process Building, a new fire sprinkler building east of the former Administration Building and a new chiller room and waste enclosure west of the former Administration Building.

The overall arrangement and design of the Royal Australian Mint in their open setting ideally suits the function of the Mint and its need for isolation and security whilst offering a unique public visitation experience.

HISTORY

Predominantly extracted from Woodhead Pty Ltd (2010), Heritage Assessment of the Royal Australian Mint at Deakin, Canberra, Woodhead Pty Ltd.

Timeline – History of coins and the Royal Australian Mint

c. 635 BC – First coins produced in Lydia (modern-day Turkey) and relatively concurrently invented in China and India

390 BC – Origins of the words 'mint' and 'money' in the Roman temple to Moneta, goddess of warning, following geese alerting citizens to an attack by Gauls close to where gold reserves were stored.

c. 880 – Origins of the British Royal Mint during the reign of Alfred the Great

1645 – Paris Mint becomes fully mechanised

1810 – British Royal Mint becomes steam-powered

1855 - Establishment of the Sydney Royal Mint

1872 - Establishment of the Melbourne Royal Mint

1899 - Establishment of the Perth Royal Mint

1913 - Walter Burley Griffin appointed Federal Capital Director of Design and Construction

1926 - Sydney Royal Mint closed

1927 - Establishment of Canberra as the National Capital

1943 - Commonwealth proposed Australian Mint; Western Australian and New South Wales opposed

1954 - Proposed Mint site at Parkes site rejected

1958 - National Capital Development Commission established

1958 - Cabinet agreed to establish new Mint in Canberra

1960 - Cabinet told Mint is 'odious factory' not suitable for the Parliamentary Triangle zone in Canberra

1962 (April) - Site and Architecture of new Mint under consideration by Government

1962 (August) - 'Royal' prefix question raised with High Commissioner to London on behalf of Prime Minister Robert Menzies

1963 - Concept designs prepared and submitted to Cabinet

1964 - Construction commenced

1965 - New Royal Australian Mint opened on 22 February 1965 by HRH the Prince Phillip, Duke of Edinburgh

1966 – Australia converts to decimal currency on 14 February 1966.

1972 - Melbourne Royal Mint closed

1984-87 - Refurbishment programme underway including new visitor facilities

1988 - Refurbishment programme complete

1989 - National Capital Development Commission abolished and superseded by the National Capital Authority

2007 - Refurbishment works project commenced, incorporating transferring all Mint operations into former Process Building

2009 - Refurbishment of former Process Building completed and newly consolidated facility reopened.

Indigenous Occupation in the Canberra Region

The Canberra region has been home to the Ngunnawal people for approximately 20,000 years. Evidence of their long occupation exists in archaeological evidence found throughout the Australian Capital Territory. When Europeans settled the area in the early 1820s, hundreds of Indigenous people lived in the area, meeting regularly for corroborees and feasts and then breaking off into smaller bands. Indigenous people moved about to take advantage of seasonal foods, such as Bogong moths which arrived in their thousands during the summer months.

As elsewhere in Australia, European settlement disrupted Indigenous patterns of land use and movement across the country, and many Indigenous people died from European-brought diseases like influenza, smallpox and tuberculosis. Indigenous people continued to live in the region, often working on sheep properties, but their population, culture and language declined as illness and starvation increased.

Early European Settlement of the Canberra Region

Following the arrival of the First Fleet to Botany Bay, it was only a few decades later that the area around Canberra was occupied by graziers who gradually displaced the local Indigenous people. By 1820, a road to Goulburn Plains (which lie within 100 kilometres of Canberra) was under construction, opening up the vast interior of Australia to further European exploration and development. Also in 1820, explorers Joseph Wild, James Vaughan and Charles Throsby Smith discovered the Limestone Plains of the Canberra region, following the discovery of Lake George earlier that year. The explorers crossed the range of hills beside Lake George and reached a point from which they saw what is now the site of Canberra.

The first European settler in the region was Joshua John Moore who established a stock station called ‘Canberry’. It is thought the name was based on an Indigenous name for the area ‘Kamberra’ or ‘Kamberry’. The middle of Moore’s property is approximately where Canberra’s city centre is currently sited. In 1913, Canberra became the official name for the area.

Development of Canberra as the National Capital

In 1901, the New South Wales Government commissioned a report suggesting possible locations for the seat of Government for the new Commonwealth of Australia. The decision for the Canberra-Yass option was made in 1908 by the Commonwealth Parliament and shortly afterwards the Commonwealth surveyor, Charles Scrivener, was dispatched to choose a site.

In 1911, an international competition for a city plan was held. It was awarded to an American landscape architect named Walter Burley Griffin and his wife and partner, Marion Mahony Griffin. In the same year, the Australian Government took possession of 2,357 square kilometres of land from New South Wales to form the Australian Capital Territory as the site for the Australian national capital. In 1913, Canberra became the official name for the area at the laying of a foundation stone on Capital Hill.

Progress of the city's development was slow due to World War I, changes of government and lack of money. However, by 1914-15, several major works had been completed. Roads and sewerage layouts followed, tree planting was carried out, Parliament House constructed during the 1920s. Shops were built at Civic, Manuka and Kingston; offices, hostels and houses completed for 1,100 public servants.

Development almost ceased during the Depression years, World War II and post-war shortages with only the Australian War Memorial (1941) and the Australian-American Memorial (1954) completed.

In 1957, the National Capital Development Commission was established to complete the establishment of Canberra as the seat of development; to develop it fully as the administrative centre; to create the buildings, avenues, lakes, parks and other features appropriate to Australia's national capital and to design living areas with high standard of amenities and attractive surroundings. As a consequence, Canberra grew rapidly with the development of many major civic projects between 1960 and 1970.

Early Proposals for a New National Mint

A new national Mint was first proposed for Canberra as early as 1943; however, at the time this was opposed by both the New South Wales and Western Australia state governments. In 1959, the Treasurer and future Prime Minister, Harold Holt, reported to Cabinet that the National Capital Development Commission had recommended the new Mint be situated on Camp Hill, between East Block and West Block, immediately behind what is now Old Parliament House. This was later rejected by Cabinet and the National Capital Development Commission because the Mint was considered to be foremost a factory and that the 'inevitably odious' nature of such a facility was unsuitable for the premier and formal government office zone of the national capital.

Resistance to the location of a new Mint in Canberra continued but eventually in 1958, Federal Cabinet agreed to locate a new national mint in Canberra and to convert to decimal currency. There was much internal political discussion regarding the decision to convert to decimal currency, whether to mint the coinage in Canberra, where in Canberra and the role of the other 'Royal' Mints in Sydney, Melbourne and Perth. The development of a new Mint was also an opportunity to improve on the small-scale and technologically dated Mints in the other Australian cities. The 'Royal' prefix was also confirmed only quite late in the decision process, there having been both an informal and a formal request from the Australian Government. Finally assent from Queen Elizabeth II to then Australian Prime Minister, Sir Robert Menzies was given in October 1963.

Design and Construction of the New National Mint

The Royal Australian Mint was designed by the Commonwealth of Australia's Department of Works from the New South Wales office in Sydney in 1963 (in association with Sydney architects, J.S Whitelock and Keith Sawdry Architects). Various design concepts were developed. The final design for the Mint buildings' facades and external treatments display a strong sense of symmetry and proportion that is both an exemplar and typical of the 'Stripped Classical' style.

Construction of the Mint commenced in 1964. The finished building cost $5 million (1965) with an additional $4 million spent on equipment. At that stage, it was capable of alloying pure metals into ingots, rolling these into strips, cutting these into blanks, circulation coin production and finally producing paper wrapped rolls of coins. From the beginning, the proof coins at Canberra were reportedly of the very highest standard. The use of new techniques was pioneered by staff transferred from the Melbourne mint and working in the Canberra Mint in the early 1960s.

His Royal Highness, the Duke of Edinburgh, officially opened the Royal Australian Mint on 22 February 1965.

First Refurbishment (1984)

By 1984, over 8,500 million coins had been struck at the Royal Australian Mint and it had become necessary to refurbish the factory area. It was also clear that the production of collector coins required a larger, purpose-built facility. To provide the necessary space without undertaking extensive building works, the decision was made to purchase blanks from local suppliers. The ore melting and rolling areas (which had made the blanks for circulation coins) could then be used for blank handling, circulation coin production and proof blank preparation. The old circulating coin hall was converted into a dust-free coining hall that has been the centrepiece of what was a modern proof coin manufacturing area.

Major refurbishments, including new visitor facilities, were undertaken from 1984-87 and the Mint was reopened to the public in 1988. During the 1984 refurbishment, a waste-water treatment plant was also added in the rear (south-west) courtyard to the rear of the former Process Building. This was designed to purify all the wastewater to ensure that no toxic chemicals were released. At the same time, the visitor facilities were improved by the addition of a modern theatrette and a new shop to the former Administration Building. The theatrette was located to the north-west of the ground floor and the shop replaced the original decimal currency display originally to the south of the entry foyer.

Between 1986 and 2005 only minor incremental improvements were carried out on the buildings and equipment. Engineering changes were made to improve overall efficiency and to remove environmentally hazardous materials such as Freon and asbestos.

Second Refurbishment (2006 – 2009)

The second refurbishment of the Royal Australian Mint was first announced by the Australian Government in 2005-06 Budget and was subsequently approved by the Parliamentary Standing Committee on Public works in October 2005. The $66.4 million refurbishment project, which was a joint undertaking between the Department of Finance and Deregulation and the Mint, was undertaken to provide process efficiencies, a safe and comfortable working environment for staff, improved facilities and overall visitor experience to ensure the continued economic viability of the Mint as both a production facility and national attraction well into the future.

Following discussions with various internal and external stakeholders regarding the initial planning and design phase, the designs for the refurbishment, prepared by GHD Architects, involved the relocation of all administrative, business and retail operations from the former Administration Building into the former Process Building and the effective separation of the two main buildings by the removal of the structure linking the two.

Construction work began on the three-year project in October 2006. A comprehensive construction staging programme allowed Mint staff to remain in situ and maintain operations during the building construction phase. Stage one of the project involved works to the basement of the former Process Building where the building plant was updated to increase energy and environmental efficiencies, new storage areas were created to provide a better utilisation of space and a new goods receipts and dispatch facility was created on the southern side of the building.

The second stage of the project involved works to the circulating coin hall and incorporated the introduction of high levels of process automation, and modernised infrastructure and equipment. A new 8 tonne goods lift to enable more efficiency materials handling processes was introduced as part of this stage. The lift provides direct access between the circulating coin hall and the basement and is large enough to transport forklifts, heavy production equipment and large quantities of coin product. The lift is currently the largest of its type in the southern hemisphere.

Subsequent stages involved upgrades to the total room and the collector coin production areas, and the creation of new administration offices, a museum and new public gallery areas incorporating the display of the National Coin Collection. The final stages of the project involved the removal of the linking structure between the two main buildings, the creation of new staff amenities room, and external civil and landscaping works.

By March 2009, the Mint's administrative, business and retail operations were completely relocated into the former Process Building. At around this time, the vacated former Administration Building was handed over to the Department of Finance and Deregulation to be refurbished. This refurbishment has mainly involved the removal of almost all original partition walls except those directly adjacent to the main entrance and the stairwells. Original windows have been refurbished and the steel security grilles have been removed from all openings except the front entrance. The marble lined walls and floors of the building's original entrance have been substantially retained as have the original stainless steel panelled entrance doors.

ROYAL AUSTRALIAN MINT – COINAGE

History of Coin Production (Davies & Davies, 2015a and 2015b)

Coins were produced in the ancient civilisation of Lydia (in modern-day Turkey) in approximately 635 BC and were made of electrum, a natural combination of gold and silver, although the Lydians would later produce coins of pure gold and pure silver. Coinage then spread from Lydia into nearby Mesopotamia, Greece and Egypt. Phillip II of Macedon, father of Alexander the Great, issues coins celebrating his victory at the Olympic Games, one of the first examples of coinage as propaganda. Chinese coinage was also independently invented at approximately the same time and were made of less valuable metals. Leather and then paper money was invented in China long before its use spread to the West. India also independently developed coinage (Schaps, 2010: 2).

The explanation for the invention of coinage and money has been variously theorised with the most common theory focusing on its economic rationale given the ease of trade compared to barter, argued by amongst others, Aristotle and John Stuart Mill. Alternative theories exist that they developed out of religious practices in determining the comparative value of sacrifices and social evolution as a function of social status (Schaps, 2010: 9 – 10). Throughout the history of coinage, coins have been both substantive, where the value of the coin equals the value of the metal, and fiduciary, where the value of the coin depends on comparative exchange value (Schaps, 2010: 30).

The term 'mint' has its origin in the Gauls attack on Rome in 390 BC where geese near to Rome's treasury first gave warning of the danger. In gratitude, the Romans build a temple to Moneta, goddess of warning, whose name money and mint derives from. Coins supersede bronze bars in Rome in approximately 270 BC.

In Western Europe, the fall of the Western Roman Empire in the fifth century AD causes grave social and economic ramifications, including the decline of the use of coinage. However, coinage returns by the seventh century as kingdoms become more stabilised, including the production of a single national English currency under the reign of Athelstan. The British Royal Mint claims its origins from approximately 880 and the reign of Alfred the Great. While Medieval English minting is profitable, it was not without its downsides, especially in 1124 when the masters of mint have their right hands cut off as punishment for poor quality coins. The intellectual study of coinage (numismatics) also begins in China as Hung Tsun produces "A Treatise on Coinage" in 1149 and later followed by broader economic texts in the West, including Nicole Oresme's "Treatise on the origin, nature, law and alterations of money" in 1355 and Nicholas Copernicus' "Treatise on Debasement" in 1526.

The production of coinage was made more efficient by the invention of Leonardo da Vinci of a coin press, itself based on Johann Gutenberg's invention of the printing press in 1440, and by 1645 the Paris Mint becomes fully mechanised. By 1810, the British Royal Mint is steam-powered In a testament to the science of coinage, Sir Isaac Newton becomes Master of the English/British Mint from 1699 to 1727, including for the union of England and Scotland in 1707.

The newly independent United States issued its currency, the Dollar, in 1792 under the Coinage Act. In what will be a long saga, the British Parliament rejects decimal currency in 1824 and will again in 1853, 1857 and 1918 before finally being implemented in 1971. The Californian and Australian Gold Rushes of 1848 and 1851 greatly increase the supply of gold and gold coins.

Coin Production in Australia

Many forms of currency were used in the Australian colonies after the arrival of the first European settlers. In the rough early conditions, barter was necessary and payment in commodities like rum sometimes replaced money in transactions. Some of the first official notes used in Australia were Police Fund Notes, issued by the Bank of New South Wales in 1816.

Gold sovereigns and half sovereigns were used throughout the British Empire during the nineteenth century as everyday circulating coins and it was the Royal Mint's responsibility to supply them. Lobbying for a mint to be established in Australia began soon after the discovery of gold. By the 1850s, rather than shipping gold to London and then distributing them back to Britain's colonies, the Royal Mint decided to build a number of branch mints throughout the Empire where gold was found. In 1853, a Sydney branch of the Royal Mint was established, the first branch of the Royal Mint to be opened, and this was later joined by the Melbourne Mint in 1872 and the Perth Mint in 1899.

At Federation, the Commonwealth Government took over the responsibility for issuing Australian banknotes and coins and began striking coins for its own use. Initially, each mint bought gold and produced only gold sovereigns. The Australian Notes Act was passed in 1910 and the first series of Australian notes was issued a few years later, based on the old British system of 12 pence to a shilling and 20 shillings to a pound. The first Australian silver coins were minted in 1916, after the Federal Constitution gave the Commonwealth sole powers in the minting of coinage. The Sydney Mint closed in 1926. The Perth Mint stopped making gold sovereigns when Britain abandoned the gold standard in 1931, however, in 1940 minting resumed with the production of copper coins.

Introduction of Decimal Currency

In 1963, Australia initiated the change to decimal currency and formalised through passage of the Currency Act 1965 following a lengthy process, including the establishment of a Decimal Currency Committee in 1960. The introduction of decimal currency required the Australian population learn how to both write, add, subtract, multiply, divide and convert in their everyday finances in time for C-Day (Conversion Day). Both businesses and government had to introduce new administrative arrangements in preparation for conversion. The Government also initiated a mass education and information campaign to minimise confusion during the transitional phase, including printing education booklets and comic strips.

More than 1,000 submissions were made about the name of the new currency unit. Prime Minister Robert Menzies proposed the 'royal'. The 'dollar' was eventually chosen as the name and decimal currency was introduced on 14 February 1966. At the time of conversion, both the Melbourne and Canberra Mints were in full operation stockpiling large quantities of new currency. Once enough decimal coins had been produced to supply the initial demand, the Melbourne Mint ceased operations in 1968.

Current Australian Circulating Coinage

The Royal Australian Mint has solely been responsible for the production of Australia's circulating coinage since 1983. Current coinage mainly features Australian fauna: echidna (five cents); lyrebird (ten cents); platypus (twenty cents); and kangaroo (fifty cents). The exceptions are the fifty cent coin that displays the coat of arms and the two dollar coin that features an Aboriginal tribal elder. All coins feature an effigy of the current sovereign, Her Majesty Queen Elizabeth II, on the reverse side. Occasionally, the Royal Australian Mint produces commemorative coins with special designs for events or anniversaries of national significance that is of broad interest to the Australian public, usually on the one dollar, fifty cent and twenty cent coins.

Collector Coins

The Royal Australian Mint also produces coins not intended for circulation and for the payment of goods and services, but rather for collectors, numismatists and for souvenirs and gifts. These collector coins are still legal tender in Australia and all must have an approved effigy of the current sovereign, Her Majesty Queen Elizabeth II. However, these coins are sold at a premium and could be expected to retain a value over their face value. Unlike circulating currency, both the Royal Australian Mint and the Perth Mint make collector coins.

The collector coins can have many themes, including commemorating events, anniversaries and organisations, as well as celebrating flora, fauna, major attractions, landmarks and artworks. In general, these coins need to be acceptable to the general community, appropriate to be shown on coins and be able to be sold at a profit. Both the Royal Australian Mint and Perth Mint accept submissions from the general public on proposed themes for ultimate approval by the Australian Treasurer, as the responsible Minister under the Currency Act 1965.

The Royal Australian Mint also maintains its own coin collection, including circulating coins, collector coins and foreign coins, to promote public understanding of the cultural and heritage significance of coins.

CONDITION AND INTEGRITY

The former Administration Building is in excellent condition both externally following completion of refurbishment works in the late 2000s. There is some minor deterioration of one of the front terrazzo columns. The interior of the building was substantially altered during the 2006 – 2009 refurbishment works. Almost all previously existing partition walls and ceilings were removed. The marble wall and floor finishes associated with the original entry and shop area remain intact. The original timber staircase with its associated steel and bronze balustrade also remains.

The former Process Building is in excellent condition externally following the completion of refurbishment works in the late 2000s. The interior of the building was substantially altered during the 2006 – 2009 refurbishment works. Almost all previously existing partition walls and ceilings were modified or removed. The three original vaults and some of the original timber block flooring remain in the building.

The original ground level link between the former Administration and Process buildings has been removed.

LOCATION

Approximately 3.5ha, Denison Street, Deakin, being an area comprising the whole of Land Parcel Canberra, Deakin 65/1.

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APPENDIX B ABORIGINAL HERITAGE CONSULTATION AND ASSESSMENT

B.1 ABORIGINAL HERITAGE CONSULTATION AND ASSESSMENT 2019

The consultation outlined here was undertaken for the 2019 HMP by GML Heritage. It should be noted that the Aboriginal cultural heritage assessment provided in the previous iteration of the HMP remains current and valid. There have been no significant changes to the cultural landscape of the site since its completion. As such, the existing assessment continues to provide a foundation for understanding the heritage values of the site, and an update of this assessment was not necessary to inform this revised assessment. This updated plan was not provided to RAOs for review.

ASSESSMENT METHODOLOGY

The assessment of the Indigenous heritage values of the site has involved the following tasks:

- background research of existing archaeological reports, online databases and library references;
- a search of the ACT Heritage Unit library for information relating to Aboriginal sites;
- review and incorporation a previously prepared background information by ERM;
- consultation and discussion of cultural heritage values with Registered Aboriginal Organisations (RAOs); and
- assessment of potential heritage values against the criteria set out in the Commonwealth Heritage List (CHL) and the Heritage Act 2004.

B.1.1 ABORIGINAL COMMUNITY CONSULTATION

Consultation with the local Aboriginal community was undertaken for this project with the intention of understanding the Indigenous heritage values of the site, including the Royal Australian Mint Former Administration Building (former Administration Building) and surrounds.

Consultation was undertaken in accordance with the Ask First guidelines (Ask First: A Guide to Respecting Indigenous Heritage Places and Values (2002)) the key guiding document for the Commonwealth when engaging with Aboriginal communities. Consultation also referenced the general approach undertaken in the ACT under the Heritage Act 2004 which includes a declaration of 4 Aboriginal groups as representative stakeholders for Aboriginal community consultation for heritage- related projects.

These groups include:

- Buru Ngunawal Aboriginal Corporation
- King Brown Tribal Group
- Mirrabei (formerly known as - Little Gudgenby River Tribal Council)
- Ngarigu Currawong Clan

Attempts were made to contact all of the groups by phone.

Only Wally Bell of the Buru Ngunawal Aboriginal Corporation had responded to the invitation to discuss the heritage values of the site. A meeting was convened on Thursday 12 April at The Mint between Wally Bell and GML Heritage.

The building and site were viewed from the outside and the heritage values were discussed.

Matilda House of Mirrabei was not concerned to discuss the heritage values of the building and was too busy to attend the site. No responses were achieved from the other two RAO groups.

B1.2 SITE DESCRIPTION

The assessment site comprises the former Administration Building and its immediate landscaped surrounds. Landscaping includes carparking and access roads, and landscaped garden areas.

The RAM site is a relatively level platform with a four metre high embankment created along the northern boundary with a sports field adjoining to the north.

In general, soils across the study area are thin. Several of the geological rock types have the potential to provide raw materials for stone artefact manufacture. There are no significant landscape features within the RAM grounds. The pre-European vegetation of the study area was most likely woodlands with interspersed native grasslands. Since European settlement, surface ground layers and the associated flora within the study area have been substantially altered with a variety of native and introduced trees, shrubs and grasslands dominating.

The site is located on a mainly level plain within a wider region of undulating plains and low level hills. It is set between the Molonglo River (now dammed to form Lake Burley Griffin), and the peaks of Red Hill and Kurrajong (Capital) Hill to the east, Black Mountain to the north and the ridgeline of the Arboretum to the West.

The Molonglo River would have attracted local native fauna in to the region, which would have been hunted by Aboriginal people. Eucalypt trees for bark and wood removal to produce a range of items including canoes, shelter material, shields, digging sticks and boomerangs would also have been easily accessible. The landform provides views from the Site across to where the Molonglo River was once positioned. The Site's landscape position would have provided a suitable location for Aboriginal subsistence activities such as camping, food gathering and tool making. It was located on the generally level land that would have been traversed and occupied between the resource zones of the river and the vantage points of the Red Hill and Kurrajong Hill.

B1.3 ARCHAEOLOGICAL BACKGROUND

A search of ACT Heritage's Register of Aboriginal cultural sites provides within a 1.5km radius area around the study area does not bring up any recorded Aboriginal cultural sites in the near vicinity. The nearest recorded Aboriginal sites are along the margins of Lake Burley Griffin approximately 2km and more to the north, as well as around the suburb of O'Malley, approximately 3.8km to the south of the study area.

A limited number of archaeological surveys have previously been conducted in the Deakin area. This is explained by the fact that Deakin is an older Canberra suburb and was built prior to the statutory requirement for cultural heritage assessments.

2017 Navin Officer Heritage Consultants (NOHC) assessed Section 66 at Deakin, a 2.9ha site on Makin Place, Deakin adjacent to the netball courts and touch football oval.1 This assessment did not identify any Aboriginal sites or artefacts.

An assessment of 20 blocks of land for use as Diplomatic Missions in the suburbs of Deakin, O'Malley and Yarralumla was undertaken in 2004.2 Of these 11 blocks were located in Deakin on Beale Crescent, approximately 500 metres from the current study area. No Aboriginal sites, artefact or values were identified during that study.

Similarly, in 2003 NOHC assessed a site for a new pumping station on Kent Street in Deakin. Once again, no Aboriginal sites were located during this assessment.

An archaeological survey around Yarralumla Woolshed revealed three isolated artefacts, with another single isolated artefact located in relatively close proximity to the intersection of Lady Denman Drive and Cotter Rd. This artefacts are approximately 2km from the current study area.3

Further to the west, 3km from the study area, is the Department of Defence, Joint Services Staff College Site, Weston Creek. An assessment of the Aboriginal archaeology of this site revealed a scatter of four stone artefacts.

The next closest cultural heritage assessment to the study area is an archaeological survey conducted at East O'Malley, about 3.8km to the southeast of the study area, by NOHC in 2000. The survey area comprised approximately 45 ha of low to moderately graded slopes and creek flats situated in the upper reaches of the Yarralumla Creek catchment. Eleven sites were identified during this survey including five scarred trees, and four isolated stone artefacts.4

In summary these reports indicate that while there are few recorded sites in the near vicinity of the study area, there is a clustering of Aboriginal sites in relation to the Molonglo River. General predictive modelling for the area shows:

- most Aboriginal sites are located within 500 metres of a permanent water source;
- most sites are positioned on flat or slightly undulating landforms – these appear generally to be water course margins, which may flood periodically and contain soft alluvial soils;
- some sites occur on the crest or immediate slopes of low level rises, associated with natural outcropping of bedrock;
- some small tributaries (minor water courses) have a clustering of sites; and
- all registered sites are related to stone artefacts and are composed predominantly of quartz, quartzite, silcrete and chert.

The knowledge gained from examining the regions landforms, geology, archaeological patterns, and prior archaeological reports has enabled a set of parameters to be established to predict the location of unrecorded Aboriginal sites within the general region of the Site. The background results suggest that:

- Aboriginal sites are most likely to be stone artefact sites (artefact scatters or isolated finds);
- stone artefact sites are most likely to occur within close proximity to larger water courses;
- stone artefact sites may be located on relatively flat or slightly sloped ground at distances of 500 metres away from a water source, although these tend to be small in stone artefact densities;

- surface expressions of artefacts are most likely to be found on raised level or gently sloping ground associated with the Molonglo River;
- obvious local landscape features, such as elevated areas, could provide a suitable camping position and view point across the region, and are therefore likely to hold Aboriginal cultural material;
- human burials are rare, and would most likely be in the alluvial 'slope wash' soils that make up the lower regions or terraces of the Molonglo River and are unlikely to be present within the Site's grounds.

B1.4 ASSESSMENT OF ARCHAEOLOGICAL POTENTIAL

No Aboriginal cultural heritage sites or areas of archaeological potential were located during the site inspection and consultation meeting.

The construction of the RAM, including the former Administration Building, adjacent car parks and road infrastructure has resulted in extensive surface and sub-surface disturbance of the site. The building includes a basement level that extends to the depth of a single storey beneath current ground level, and has been built on a level building platform which has required the ground levels at the north end of the site to be raised through the landscaping of additional fill. The Site is located in a heavily urbanised area that consists of landscaped street verges, car parks, footpaths, paved areas, established gardens, lawns and other infrastructure.

An understanding of regional Aboriginal site patterning suggests that the site area, prior to the establishment of Canberra, would have been a likely zone of occupation for Aboriginal people. However, the subsequent development of the site will have destroyed any prior evidence of that occupation, and therefore the site is considered to have no potential for the survival of archaeological deposits relating to the Aboriginal occupation of the land.

Therefore the site is considered to have no archaeological values.

B1.5 ABORIGINAL COMMUNITY VIEWS

In discussion with Wally Bell of the Buru Ngunnawal Aboriginal Corporation (BNAC), he noted that the Royal Australian Mint, along with all of the rest of Canberra, is built on Ngunnawal land. This land has been modified extensively but is still legible as a cultural landscape for the Ngunnawal traditional owners. The RAM is set in an open landscape, with Red Hill and Black Mountain both visible in the distance. These peaks were key parts of the navigation of the land and were central to a number of stories and cultural beliefs. The Ngunnawal people consider that the land occupied by the RAM would most likely have been a suitable occupation zone and therefore there is an affinity with this land, as is the case with many of the open landscape areas of Canberra.

Despite the damage to the archaeological remains of this area, the general site area is considered to be of local significance to the Ngunnawal people.

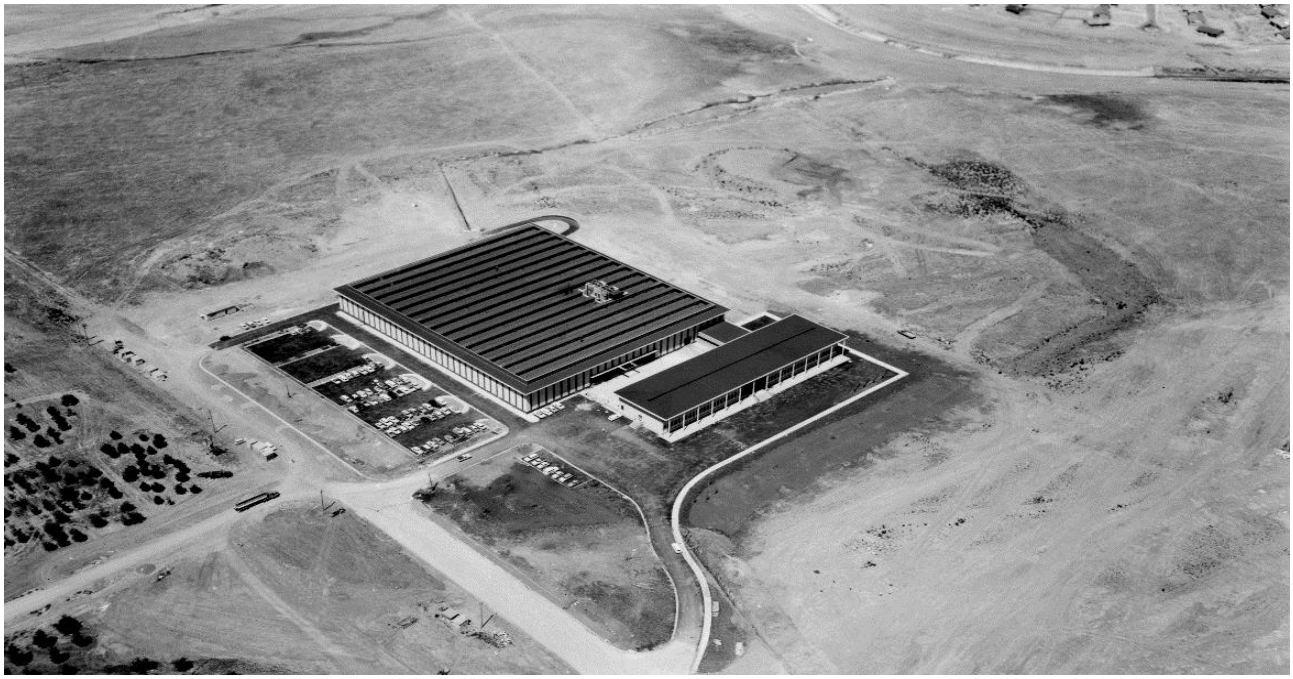


FIGURE B-1 THIS AERIAL VIEW FROM THE LATE 1960S SHOWS THE BUILT-UP LEVELLING PLATFORM FOR THE CONSTRUCTION OF THE BUILDING (PHOTOGRAPH SUPPLIED BY THE RAM)



FIGURE B-2 EXTENSIVE EXCAVATION WAS UNDERTAKEN FOR THE BASEMENT LEVELS DURING THE CONSTRUCTION OF THE RAM (FROM THE COLLECTION OF THE RAM)

B1.6 ASSESSMENT AGAINST CRITERIA

B1.6.1 ASSESSMENT AGAINST CHL CRITERIA

Criteria	Assessment
a	**the place's importance in the course, or pattern, of Australia's natural or cultural history**
	There are no known Indigenous heritage sites within the Site. Due to the extensive level of disturbance to the Site, it is considered that there is a low potential for unknown Indigenous heritage objects to occur. *Criterion not met*.
b	**the place's possession of uncommon, rare or endangered aspects of Australia's natural or cultural history**
	There are no known Indigenous heritage sites within the Site. Due to the extensive level of disturbance to the Site, it is considered that there is a low potential for unknown Indigenous heritage objects to occur. *Criterion not met.*
c	**the place's potential to yield information that will contribute to an understanding of Australia's natural or cultural history**
	Due to the extensive level of disturbance to the Site, the potential for the Site to yield Indigenous heritage objects that may contribute to an understanding of Australia's cultural history is low. *Criterion not met.*
d	**the place's importance in demonstrating the principal characteristics of:** **i) a class of Australia's natural or cultural places; or** **ii) a class of Australia's natural or cultural environments**
	The Site does not contain any known Indigenous heritage objects or places that demonstrate principal characteristics of a class of cultural places or environments. *Criterion not met.*
e	**the place's importance in exhibiting particular aesthetic characteristics valued by a community or cultural group**
	The Site does not contain any known Aboriginal sites, objects or places that exhibit aesthetic qualities valued by a community or cultural group. *Criterion not met.*
f	**the place's importance in demonstrating a high degree of creative or technical achievement at a particular period**
	The Site does not contain any known Aboriginal sites, objects or places that demonstrate a high degree of creative or technical achievement. *Criterion not met.*

Criteria	Assessment
g	**the place's strong or special association with a particular community or cultural group for social, cultural or spiritual reasons**
	While the Site does not contain any known Aboriginal sites, objects or places, Aboriginal community consultation indicates that this site, among many others around Canberra, is important to the local Aboriginal community because it was and continues to be Ngunnawal land. It is a location where it is possible to see the key cultural elements of the surrounding landscape. However, there are no remaining tangible elements that exemplify this association and the deeper cultural association relate more specifically to sites in the surrounding landscape. While these associations should be acknowledged, they do not meet the threshold for Commonwealth heritage values. *Criterion not met.*
h	**the place's special association with the life or works of a person, or group of persons, of importance in Australia's natural or cultural history**
	The Site does not contain any known Indigenous heritage objects or places that have a special association with the life or works of a person or group of persons of importance in Australia's cultural history. *Criterion not met*.
i	**the place's importance as part of Indigenous tradition**
	There are no known elements of Indigenous tradition that relate to this site. *Criterion not met*.

B1.6.2 ASSESSMENT AGAINST ACT HERITAGE CRITERIA

Criteria	Assessment
a	**importance to the course or pattern of the ACT's cultural or natural history**
	There are no known Indigenous heritage sites within the Site. Due to the extensive level of disturbance to the Site, it is considered that there is a low potential for unknown Indigenous heritage objects to occur. *Criterion not met.*
b	**has uncommon, rare or endangered aspects of the ACT's cultural or natural history**
	There are no known Indigenous heritage sites within the Site. Due to the extensive level of disturbance to the Site, it is considered that there is a low potential for unknown Indigenous heritage objects to occur. *Criterion not met.*
c	**potential to yield information that will contribute to an understanding of the ACT's cultural or natural history**
	Due to the extensive level of disturbance to the Site, the potential for the Site to yield Indigenous heritage objects that may contribute to an understanding of Australia's cultural history is low. *Criterion not met.*

Criteria	Assessment
d	**importance in demonstrating the principal characteristics of a class of cultural or natural places or objects**
	The Site does not contain any known Indigenous heritage objects or places that demonstrate principal characteristics of a class of cultural places or environments. *Criterion not met.*
e	**importance in exhibiting particular aesthetic characteristics valued by the ACT community or a cultural group in the ACT**
	The Site does not contain any known Aboriginal sites, objects or places that exhibit aesthetic qualities valued by a community or cultural group. *Criterion not met.*
f	**importance in demonstrating a high degree of creative or technical achievement for a particular period**
	The Site does not contain any known Aboriginal sites, objects or places that demonstrate a high degree of creative or technical achievement. *Criterion not met.*
g	**has a strong or special association with the ACT community, or a cultural group in the ACT for social, cultural or spiritual reasons**
	While the Site does not contain any known Aboriginal sites, objects or places, Aboriginal community consultation indicates that this site, among many others around Canberra, is important to the local Aboriginal community because it was and continues to be Ngunnawal land. It is a location where it is possible to see the key cultural elements of the surrounding landscape. However, there are no remaining tangible elements that exemplify this association and the deeper cultural association relate more specifically to sites in the surrounding landscape. While these associations should be acknowledged, they do not meet the threshold for Commonwealth heritage values. *Criterion not met.*
h	**has a special association with the life or work of a person, or people, important to the history of the ACT**
	The Site does not contain any known Indigenous heritage objects or places that have a special association with the life or works of a person or group of persons of importance in Australia's cultural history. *Criterion not met.*

B1.7 PROPOSED MANAGEMENT OF VALUES

The key Aboriginal heritage values relating to this site relate to the acknowledgement that the site is on Ngunnawal land and therefore occupies land that is important to them. While this aspect of the place does not meet the threshold for Commonwealth heritage value, this association and prior occupation should be acknowledged.

Appropriate acknowledgement of the value would include interpretation of the prior Aboriginal occupation of the area if interpretation of the local history is installed anywhere in conjunction with the building.

B1.8 ENDNOTES

1. Navin Officer Heritage Consultants, 'Cultural Heritage Assessment, Section 66 Deakin, ACT, Blocks 7, 8 and 13'. Report prepared for Purdon Planning Pty Ltd, July 2017
2. Navin Officer Heritage Consultants, 'Deakin, O'Malley and Yarralumla Diplomatic Mission Sites, Cultural Heritage Assessment'. Report prepared for the National Capital Authority, January 2004.
3. Navin Officer Heritage Consultants, 'Cultural Heritage Assessment, Section 66 Deakin, ACT, Blocks 7, 8 and 13'. Report prepared for Purdon Planning Pty Ltd, July 2017
4. Navin Officer Heritage Consultants, 'Deakin, O'Malley and Yarralumla Diplomatic Mission Sites, Cultural Heritage Assessment'. Report prepared for the National Capital Authority, January 2004

APPENDIX C HISTORICAL BACKGROUND

C.1 HISTORICAL BACKGROUND

This section has been adapted from the ERM RAM HIA (2009).

C.1.1. PREHISTORY

The following section contains a summary of Aboriginal occupation of the Canberra region.

Archaeological evidence suggests that Aboriginal people had occupied all of Australia's environmental zones by 31,000 years before present (BP) (Flood 1995). Ethnographic information relating to the Aboriginal occupation of the Canberra region has been obtained from historical documentation written by early European settlers and government officials during the mid to late 18th century (Barwick 1984).

Australian Aboriginal people occupied land according to a system of spatial organisation and land occupancy (Clark 1990). Individual groups were intimately familiar with their own geographical region and the seasonal availability of resources within it. Tribal boundaries were often defined through linguistic associations, social relations, and spiritual links to the land. These boundaries were most likely fluid, changing position over time. If this was the case, then tribal boundaries recorded by European people at, or after, the point of contact can only be considered as current to that period and were probably quite different prior to European observation. To make things more ambiguous, the few European accounts of Aboriginal groups in the broad study region are limited in detail, were often confused in regard to Aboriginal group names, and provide varying interpretations of territorial boundaries (Flood 1980).

In general, early settlers recorded very little of their observations, particularly in regard to the Aboriginal people they encountered (Flood 1980). The best recorded observations come from the journals of early explorers, government surveyors and authors of travel books. By the early 1840s, Currie, Bennet, Lhotsky, Backhouse, and George August Robinson had each recorded small amounts of detail regarding the Aboriginal people within a broad region surrounding Canberra. These records are not detailed and by the 1880s, when more serious ethnographers came into the region, the consequences of European settlement had already greatly altered the traditional Aboriginal way of life (Flood 1980).

Aboriginal people have been visiting the Canberra region for at least 21,000 years, as evidenced through the archaeological recordings of hundreds of sites associated with Aboriginal culture in the Canberra region. The vast majority of these represent campsites, many of which have been destroyed by the development of Canberra's city and suburbs. As far as can be ascertained, the Aboriginal groups living permanently in the Canberra region spoke different, but related languages (all most likely associated with the dominant Ngarigo) (Cooke 1988; Flood 1980). Aboriginal people in the broader Canberra district are associated collectively within the Ngunawal boundaries (refer to Figure C.1). These people are thought to have lived in small, highly mobile, kin-based groups. Individual groups came together regularly to participate in trade, marriage and ceremonial gatherings. An early ethnographic account from Bennett (1834) records their diet as including flying squirrel, kangaroo, wallaby, wombat, koala, possum, emu, duck, swan, snake, goanna, platypus, ant eggs, insects, fish, mussels, yabbies, plant tubers, berries and seeds.

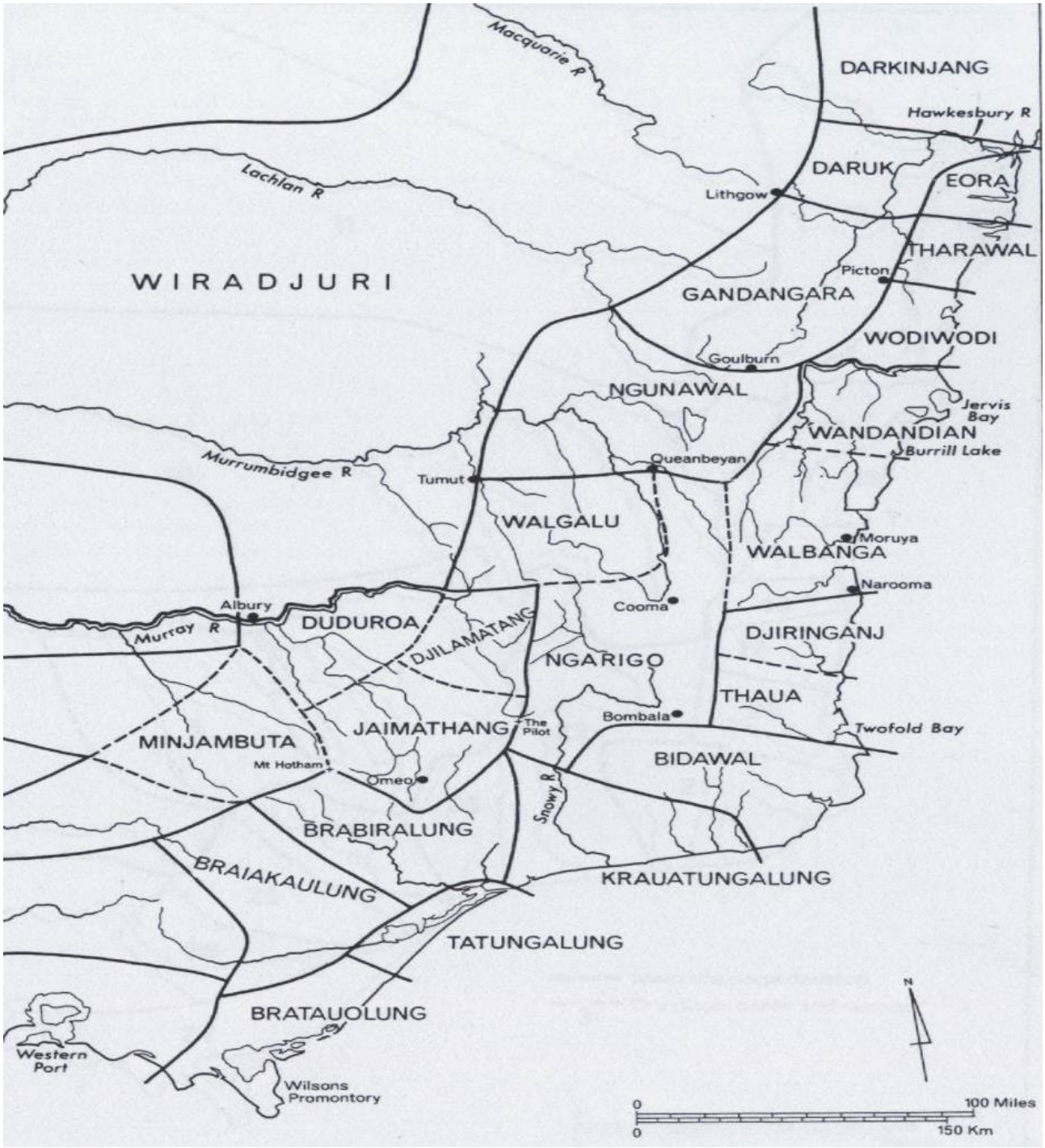


FIGURE C.1 TRIBAL BOUNDARIES OF CANBERRA AND WIDER REGION (TINDALE 1974)

Currently, four Aboriginal groups are representative of the Australian Capital Territory region. These groups are:

- Buru Ngunawal Aboriginal Corporation;
- King Brown Tribal Group;
- Little Gudgenby River Tribal Council; and
- Ngarigu Currawong Clan.

C.1.2. HISTORICAL

The following section contains an historical (non-Aboriginal) summary of the history of the RAM and Canberra.

C.1.2.1. THE NATION'S CAPITAL

The search for a location to house the nation's capital took place between 1902 and 1908. Forty already settled districts were proposed, 23 of these were inspected by an official party who then narrowed the choice to seven. Albury, Bombala, Lake George, Lyndhurst, Tumut, Dalgety and Queanbeyan-Canberra were all examined closely, particularly with regard to water supplies, climate and landforms suitable for the building of a 'garden city'. In 1908, the Queanbeyan-Canberra area was selected as capable of fulfilling all requirements, and 2,368 km2 were set aside as the Australian Capital Territory (ACT), with a separate coastal area selected at Jervis Bay for access to the sea.

Charles Scrivener, Surveyor-General selected the most suitable area of the ACT for the construction of a city. He chose the broad flood-plain of the Molonglo River, 550 metres above sea-level with additional land to the north and south, including two lines of hills on the north side rising 300 metres above the plain.

An international competition for a city plan was launched in 1911 and attracted 137 entries. First prize was awarded to American landscape architect Walter Burley Griffin (Figure C.2). Griffin's plan laid out a city for a population of 25,000 people, with flexibility to expand to 75,000 people. The plan for the Nation's capital was heavily influenced by the natural topography and setting of the area (Vernon 2002). Griffin's plan for the Nation's capital was largely centred on one key design concept, the 'Parliamentary Triangle', comprising three 'nodes' or zones connected by major roadways (refer Figure C.3). The three nodes included the military node at the eastern apex, the civic node at the western apex and the parliamentary node at the south.



FIGURE C.2 ONE OF WALTER BURLEY GRIFFIN'S 1913 PLANS FOR CANBERRA (NAA SERIES A1, 1917/7242)

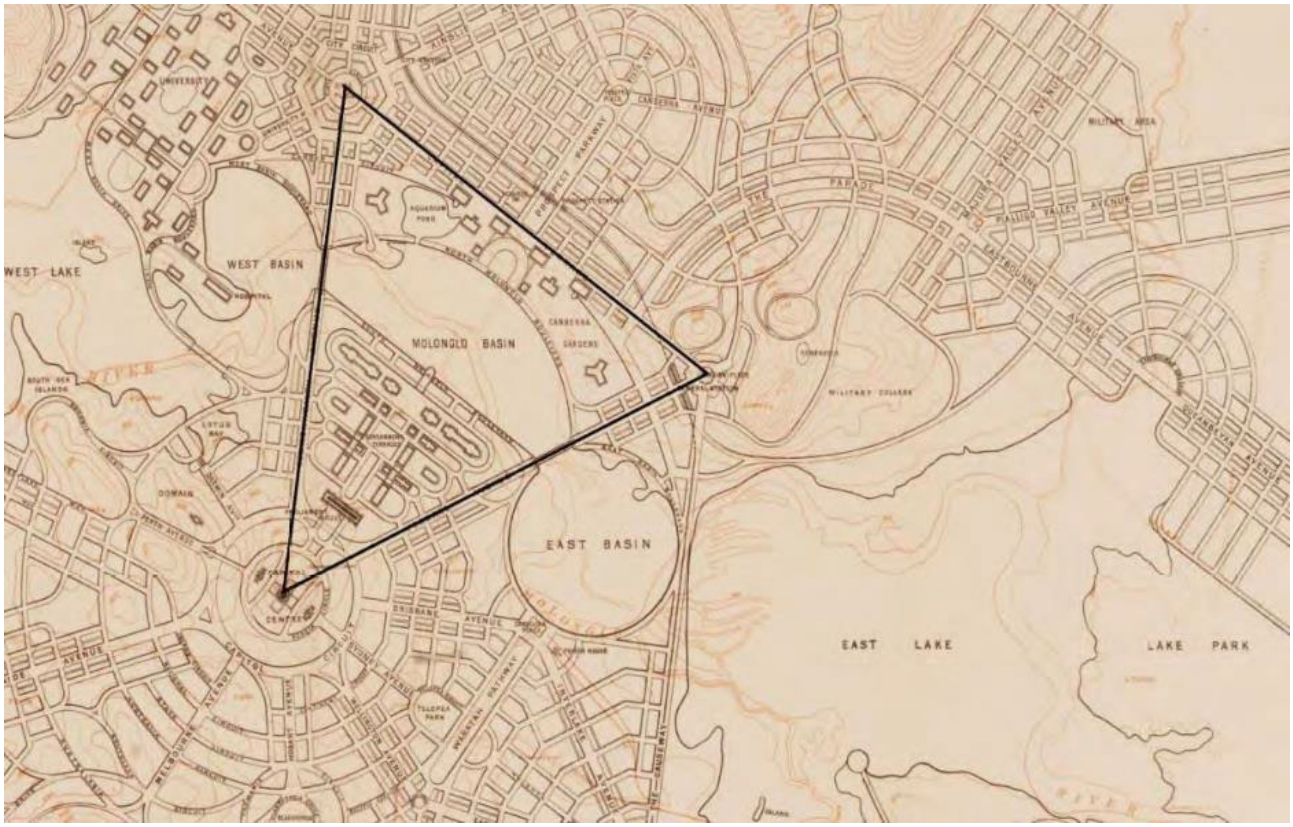


FIGURE C.3 CLOSE-UP OF GRIFFIN'S PLAN, SHOWING PARLIAMENTARY TRIANGLE (DEFINED IN BLACK) AND SITE OF EAST LAKE AND EAST LAKE PARK (NAA ITEM 7013065)

After the First World War, under the guidance of the Federal Capital Advisory Committee, the construction of Canberra progressed. Road and sewerage developments continued, tree plantings were carried out, and the construction of a temporary Parliament House was completed in 1926. Shops were built at Civic, Manuka and Kingston, and offices, hostels and houses were completed for 1,100 public servants (Hutchison 2000).

Shortages during the Depression, Second World War and post-war slowed the development of Canberra, with only a small number of national projects, such as the Australian War Memorial (1941) and the Australian-American Memorial (1954), being completed.



FIGURE C.4 1950 AERIAL PHOTOGRAPH OF THE PARLIAMENTARY ZONE. THE PLANNING FOR THE PARLIAMENTARY ZONE IS CLEARLY APPARENT (ACT LAND TITLES OFFICE)

C.1.2.2. NATIONAL CAPITAL DEVELOPMENT COMMISSION

In April 1957, Australian Parliament established the National Capital Development Commission (NCDC) to plan and continue the development of Canberra. John Overall, a distinguished Army Officer and architectural designer, was appointed the first Commissioner of the newly established NCDC. In this role, Overall made a significant contribution to the development of Canberra. With Overall as Commissioner of the NCDC, the general administration of the ACT lay with the Department of the Interior.

Upon completion of the new Parliament House in 1988 (which was built by the Parliament House Construction Authority, not the NCDC) and the introduction of self-government to the ACT, the Government concluded that the Commission's role was no longer needed.

The NCDC was abolished in 1989 and most of its functions and staff transferred to the new ACT Government. A new National Capital Planning Authority (NCA) was established to represent the Commonwealth's interest in the future planning and development of the national capital.

C.1.2.3. HISTORICAL OVERVIEW OF THE CONSTRUCTION AND USE OF THE RAM

The Royal Australian Mint was designed by the Commonwealth of Australia's Department of Works from their NSW office in Sydney in 1963 (in association with Sydney architects, J.S. Whitelock and Keith Sawdy Architects).

Various design concepts were developed. The final design for the Mint buildings' facades and external treatments display a strong sense of symmetry and proportion that is both an exemplar and typical of the 'Stripped Classical' style. Construction of the Mint commenced in 1964. The finished buildings cost $5 million (in 1965) with an additional $4 million spent on equipment.



PHOTOGRAPH C.1 COMMENCING CONSTRUCTION, 1960S (FROM THE COLLECTION OF THE RAM)

At that stage it was capable of alloying pure metals into ingots, rolling these into strips, cutting these into blanks, circulation coin production and finally producing paper wrapped rolls of coins. From the beginning, the proof coins produced at Canberra were reportedly of the very highest standard. The use of new techniques was pioneered by staff transferred from the Melbourne Mint and working in the Royal Australian Mint in Canberra in the early 1960s.

His Royal Highness, the Duke of Edinburgh, officially opened the Royal Australian Mint on Monday the 22nd of February 1965.



PHOTOGRAPH C.2 OPENING OF THE MINT, 1965 (NAA 11443710)

C.1.2.4. 1984 REFURBISHMENT

By 1984 over 8,500 million coins had been struck at the Royal Australian Mint and it had become necessary to refurbish the factory area. By 1984 it was also clear that the production of collector coins required a larger, purpose-built facility. To provide the necessary space without undertaking extensive building works, the decision was made to purchase blanks from local suppliers. The ore melting and rolling areas (which had made the blanks for circulation coins) could then be used for blank handling, circulation coin production and proof blank preparation. The old circulating coining hall was converted into a dust-free proof coining hall that has been the centrepiece of what was a modern proof coin manufacturing area.

Major refurbishments, including new visitor facilities, were undertaken from 1984-87 and the Mint was reopened to the public in 1988.

During the 1984 refurbishment a waste-water treatment plant was also added in the rear (southwest) courtyard to the rear of the former Process Building. This was designed to purify all the wastewater to ensure that no toxic chemicals were released.

At the same time, the visitor facilities were improved by the addition of a modern theatrette and a new shop to the former Administration Building. The theatrette was located to the north west of the ground floor and the shop replaced the original Decimal Currency display originally to the south of the entry foyer also on ground floor. The number and quality of the displays in the foyer, the theatrette and throughout the public spaces was constantly updated as new coinage and new designs were introduced.

Between 1986 and 2005 only minor incremental improvements were carried out on the buildings and equipment. Engineering changes were made to improve overall efficiency and to remove environmentally hazardous materials such as Freon and asbestos.

C.1.2.5. 2006-09 REFURBISHMENTS

Refurbishment of the RAM was first announced by the Government in the 2005-06 Budget and was subsequently approved by the Parliamentary Standing Committee on Public Works in October 2005. The $66.4 million refurbishment project, which was a joint undertaking by the Department of Finance and Deregulation (Finance) and the Mint, was undertaken to provide process efficiencies for the Mint, a safe and comfortable working environment for staff, improved facilities and overall visitor experience to ensure the continued economic viability of the Mint as both a production facility and national attraction, well into the future.

Following discussions with various internal and external stakeholders regarding the initial planning and design phase. The designs for the refurbishment, prepared by GHD Architects, involved the relocation of all administrative, business and retail operations from the former Administration Building into the former Process Building and the effective separation of the two main buildings by the removal of the structure linking the two.

Construction work began on the three year project in October 2006. A comprehensive construction staging programme allowed Mint staff to remain in situ and maintain operations during the building construction phase. Stage one of the project involved works to the basement of the former Process Building where building plant was updated to increase energy and environmental efficiencies, new storage areas were created to provide a better utilisation of space and a new goods receipt and dispatch facility was created on the southern side of the building.

The second stage of the project involved works to the circulating coin hall and incorporated the introduction of high levels of process automation, modernised infrastructure and equipment, and re-engineered processes. A new 8 tonne goods lift to enable more efficient materials handling processes was introduced as part of this stage. The lift provides direct access between the circulating coin hall and the basement and is large enough to transport forklifts, heavy production equipment and large quantities of coin product. The lift is currently the largest of its type in the southern hemisphere.

Subsequent stages involved upgrades to the tool room and the collector coin production areas, and the creation of new administration offices, a museum and new public gallery areas incorporating the display of the National Coin Collection. The final stages of the project involved the removal of the linking structure between the two main buildings, the creation of new staff amenities room, external civil and landscaping works.

By March 2009 the Mint's administrative, business and retail operations were completely relocated into the former Process Building. At around this time the vacated former Administration Building was handed over to the Department of Finance and Deregulation to be refurbished.

Refurbishment of the former Administration Building has mainly involved the removal of almost all original partition walls except those directly adjacent to the main entrance and the stairwells. Original windows have been refurbished and the steel security grilles have been removed from all openings except the front entrance. The marble lined walls and floors of the building’s original entrance have been substantially retained as have the original stainless steel panelled entrance doors.

C.1.2.6. 2009-PRESENT

Minor upgrades and maintenance works continue to be done at the RAM. These include the repainting of the roof, application of protective cladding over original skylights likely due to damage or asbestos, disability/stair accessibility works, replacement of a section of timber floor in the Coin Production Hall due to water damage and toilet upgrades in Level 1.

APPENDIX D LANDSCAPE AND NATURAL HERITAGE ASSESSMENT

D.1 LANDSCAPE AND NATURAL HERITAGE ASSESSMENT

This Appendix is taken from the 2019 HMP by GML Heritage. The 2026 review and update has not identified any changes, and it is presented as is from the 2019 HMP.

D1.1 UNDERSTANDING THE PLACE

D1.2 TOPOGRAPHIC/NATURAL CONTEXT

The Mint site is part of the Molonglo River valley. It is on a north-western facing foot-slope of the Red Hill Ridge. The valley bottom is traced by Adelaide Avenue and the land rises again beyond it to the Curtin plateau.

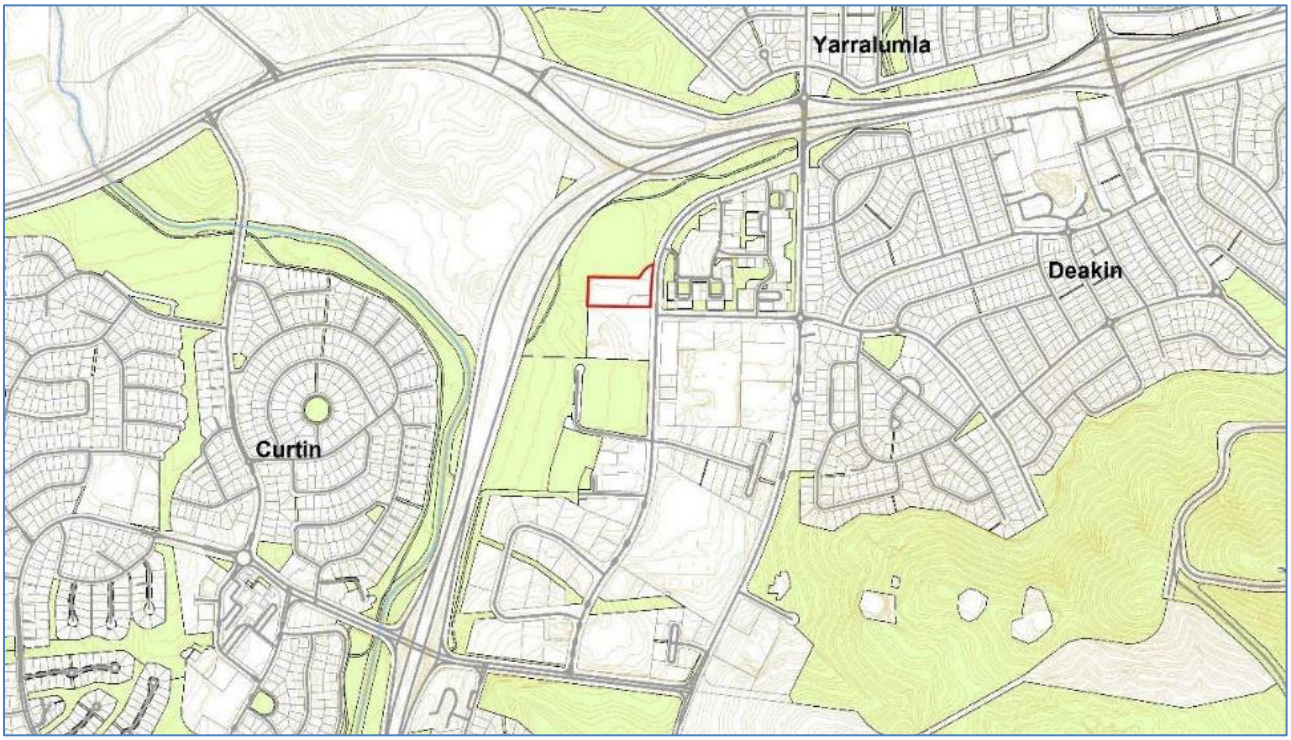


FIGURE D.3 LOCATION AND TOPOGRAPHY OF THE MINT SETTING (ACT MAPI)

Its geology is of the Yarralumla Formation, which is an altered sedimentary formation between the Mt Painter Volcanics and the Deakin Volcanics. It comprises, variously, calcareous shale, sandstone, tuff, limestone and hornfels and dates from the early "Late Silurian" period.

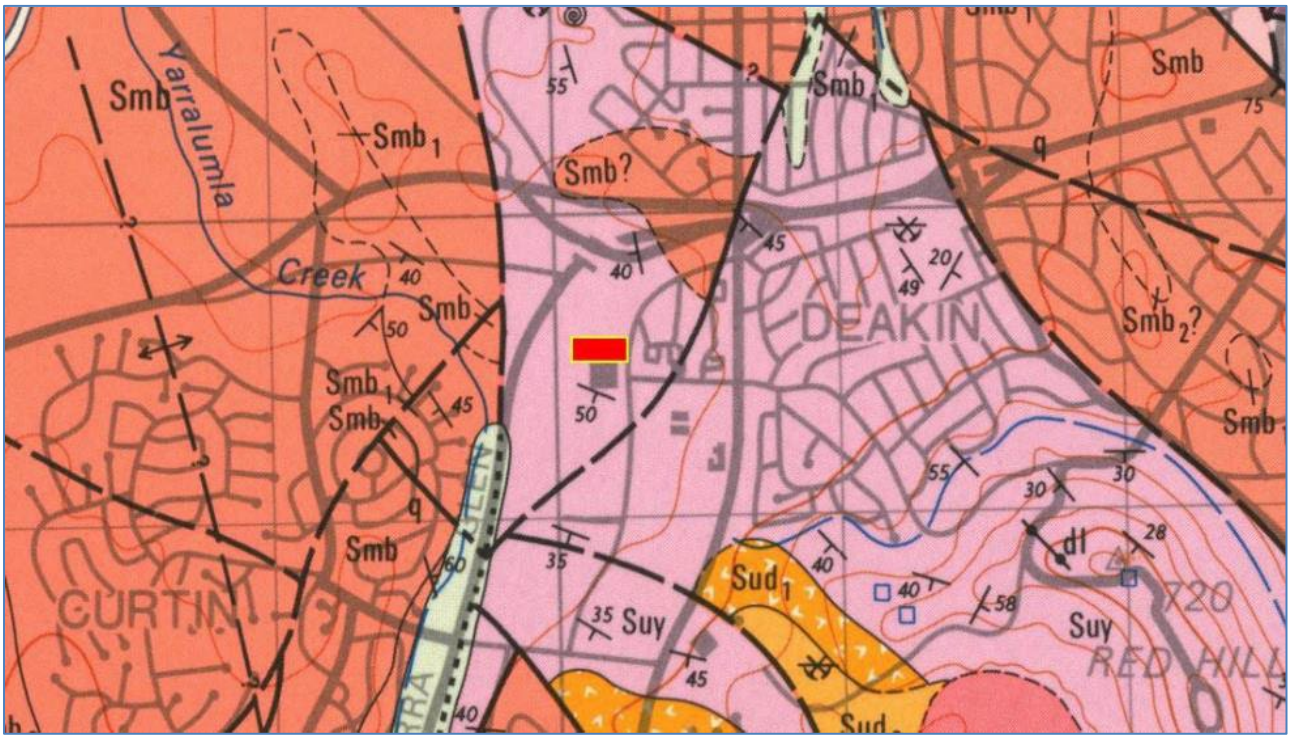


FIGURE D.4 GEOLOGY OF THE MINT SITE, 1980 (GEOLOGY OF CANBERRA, QUEANBEYAN, AND ENVIRONS 1: 50,000 BUREAU OF MINERAL RESOURCES

D1.3 HISTORIC LANDSCAPE CONTEXT

Pre-settlement vegetation of this area was *Eucalyptus melliodora / E. blakelyi* grassy woodland, grading to native grassland on the valley floors. By the early twentieth century the lower slopes were cleared for grazing and this is shown in the aerial photographs from the 1940s (Figures D.3 and D.4). The lack of paddock boundary differentiation in these scenes suggests that little "pasture improvement" had taken place beyond the initial clearing and that at this time the floristics and structure of the grassland would probably have been that of Natural Temperate Grassland. Figure D.5, taken from the ACT Lowland Native Grassland Conservation Strategy (2005) shows the estimated pre-1750 grassland in the locality.



FIGURE D.5 AERIAL PHOTOGRAPH, JUNE 1940 (NATIONAL LIBRARY OF AUSTRALIA (NLA))



FIGURE D.6 AERIAL PHOTOGRAPH, DECEMBER 1944 (NLA)

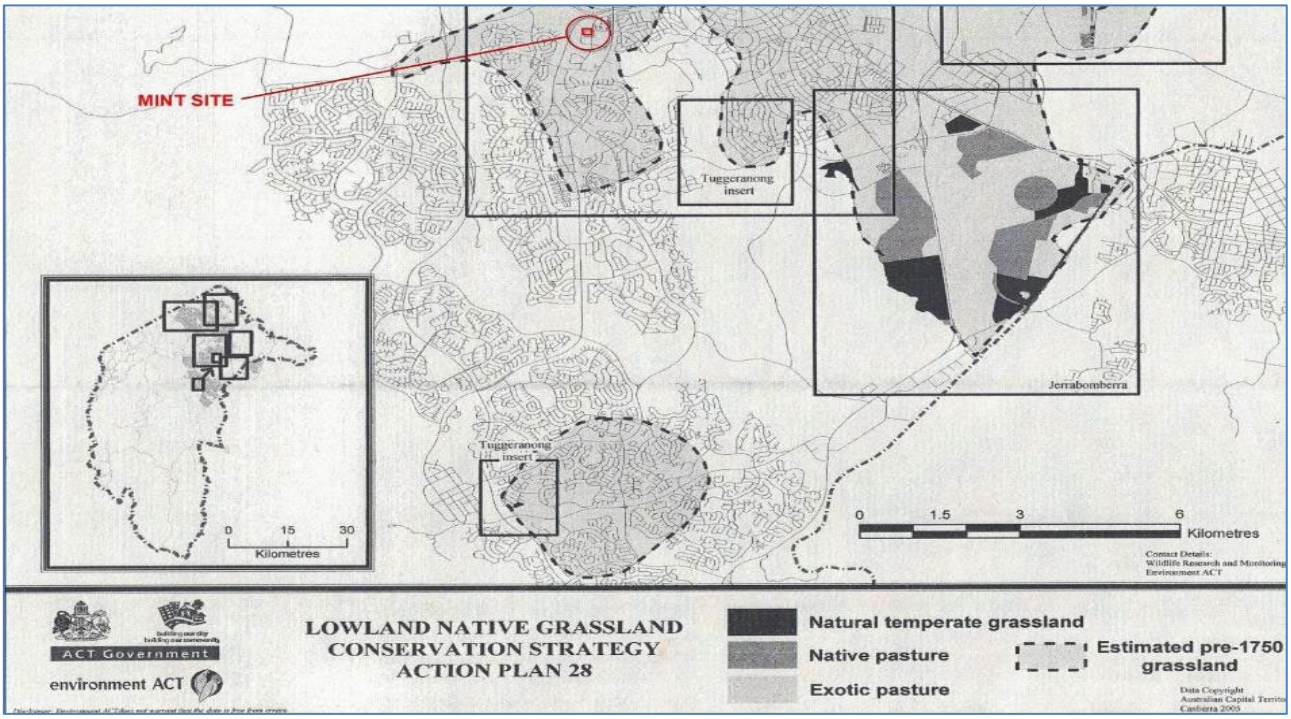


FIGURE D.7 ESTIMATED PREVIOUS EXTENT OF NATURAL TEMPERATE GRASSLANDS ON THE MINT SITE (ACT LOWLAND NATIVE GRASSLAND CONSERVATION STRATEGY 2005)

During construction of the Mint in the early 1960s, the land was scraped and levelled. The earthworks obliterated the natural land surface of the site (Figure D.6) and, following construction, lawns were laid out across the front (northern façade) of the building (Figure D.7).



FIGURE D.8 CLEARED AND GRADED AREA FOR CONSTRUCTION IN 1964 (ACT HERITAGE LIBRARY VIA TROVE)



FIGURE D.9 LATER IN 1964, TURFING AROUND BUILDING AND CARPARK, BUT LITTLE SHRUB OR TREE PLANTING (NATIONAL ARCHIVES VIA TROVE)

Site landscaping followed completion of the buildings (Figure D.8), but it is not until the late 1970s that elements of the present landscaping are evident. In the 1978 photo (Figure D.9), the oak trees on the northwest corner of the building can be seen, so too can the stand of poplars on the eastern side of the building. Their size in this photo (>5m) indicates that they were planted soon after construction finished. No plantings across the front of the building are present in 1978.



FIGURE D.10 SCENE SHOWING THE BEGINNINGS OF LANDSCAPING, 1972 (ACT HERITAGE LIBRARY VIA TROVE)



FIGURE D.11 MORE ADVANCED EARLY LANDSCAPING, 1978 (NLA VIA TROVE)

D1.4 SITE VEGETATION AND LANDSCAPE DESCRIPTION

The site landscaping and vegetation were inspected during a site visit on 19 February 2019. It was confirmed that no elements of the original site vegetation remained on site, that the present vegetation provided minimal habitat opportunity for native fauna and that no occurrences of geological or geomorphological significance existed. It is therefore concluded that there are no **natural heritage values** that meet the Commonwealth Heritage criteria, or on the EPBC Act threatened fauna and flora list, on the site, as assessed in Section D.3 below.

Pryor and Banks (2001) report that in 1968 the National Capital Development Commission (NCDC) policy on landscaping was well defined.1 Overall the NCDC called for the retention and development of Australian native landscapes—with the exception of using 'exotic trees in high use public spaces for functional reasons (e.g. summer shade, shelter etc.)'. The landscaping of the front of the former Administration Building seems to have followed this guideline. However, there is little evidence today of a landscape plan or direction in the historic archival records, or physical implementation. The lack of physical representation may be because of failures of some plantings and removal and/or replacement by other available species as well as the loss of vegetation through carpark extensions, revision of entrances and walkways, and the laying and repair of services.

The landscape plantings were surveyed by GML Heritage Pty Ltd (GML) in February 2019 and divided into two categories: (i) cultural plantings which make a positive contribution to the site landscaping and scenic amenity of the locality; and (ii) neutral or intrusive plantings. No commemorative plantings were observed. The cultural plantings surveyed are shown in Figure D.10 in these categories.

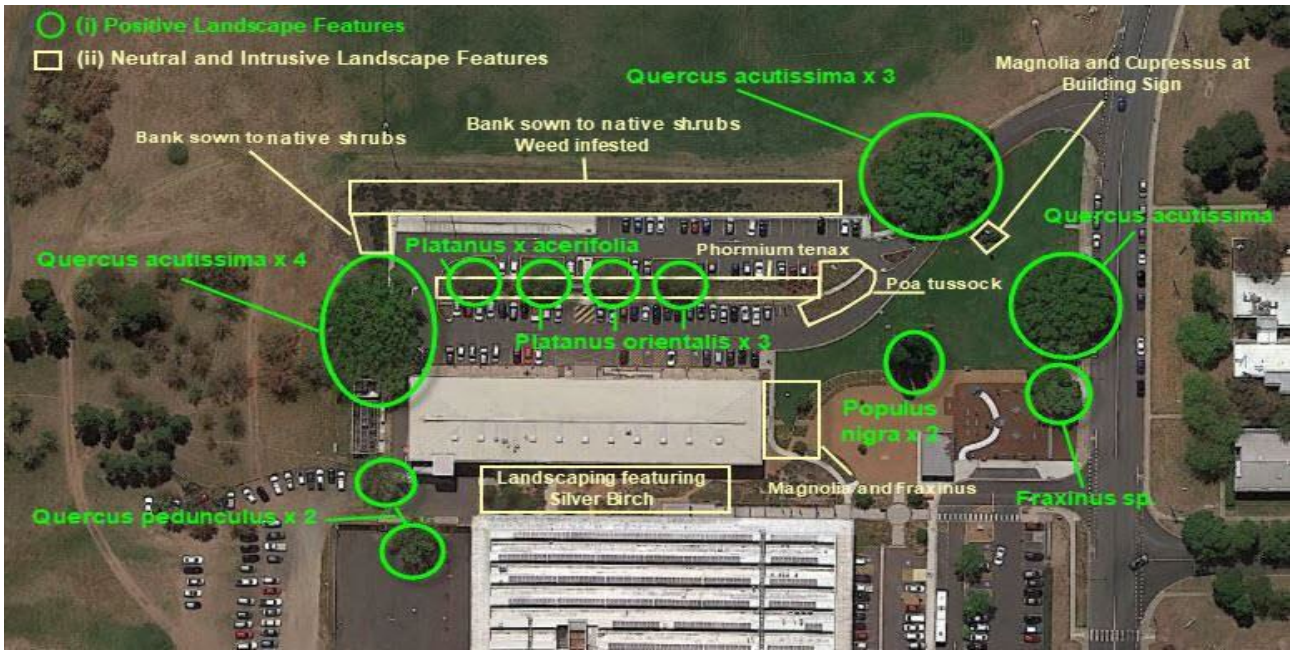


FIGURE D.12 CATEGORIES OF CULTURAL/LANDSCAPE PLANTINGS AT THE FORMER ADMINISTRATION BUILDING, 2019 (GML HERITAGE OVERLAY ON GOOGLE EARTH BASE IMAGE)

D1.5 PLANTINGS WHICH MAKE A POSITIVE CONTRIBUTION

The most obvious cultural plantings, which make a positive contribution to the site's landscape, are the *Quercus acutissima* (Sawtooth oak). These are large trees, considering that their establishment cannot be earlier than the mid-1960s, when the building was constructed. Sawtooth oak has not been commonly planted in Canberra and only occurs elsewhere in Arunta Street Narrabundah and Jarrah Street O'Connor. The Sawtooth oaks on the western end of the carpark are visible as advanced saplings in the 1978 photo (Figure D.11). The oaks on the eastern end were probably at the same stage of growth. These plantings are likely to have been part of original landscape planning to frame the 'monumental' architecture when viewed from Yarra Glen. Their current form is shown in Figures D.12–15.



FIGURE D.13 VIEW IN 1978 SHOWING ESTABLISHMENT OF OAKS (#1) AND POPLARS (#2) (NLA VIA TROVE)



FIGURE D.14 VIEW IN 2019 SHOWING ESTABLISHED *QUERCUS ACUTISSIMA* (SAWTOOTH OAK) TREES EITHER SIDE OF THE FORMER ADMINISTRATION BUILDING (GML 2019)



FIGURE D.15 SAWTOOTH OAK TREE GROUP ON THE WESTERN SIDE OF THE ENTRANCE ROAD (GML 2019)



FIGURE D.16 SAWTOOTH OAK TREE GROUP ON THE WESTERN SIDE OF THE CARPARK (GML 2019)



FIGURE D.17 SAWTOOTH OAK TREE ON DENISON AVENUE (GML 2019)

The *Platanus x acerifolia* (London plane) and *Platanus orientalis* (Oriental plane) trees, planted in a line along the central island of the carpark to the north of the building, appear to have been planted later. Their presumed intended line across the front of the building offering shelter to cars and the front façade in summer has been modified over the years. These small trees, planted directly in front of the columned façade, are not evident in the 1978 photo (Figure D.11). Their planting at least 14 years after construction suggests that it is unlikely that they were part of an original landscape plan to complement the architecture. Judging by the symmetry of the line of trees across the frontage, a fifth tree on the eastern end may have been removed some time prior to the carpark extension in 2011 (it is not visible in the 2004 aerial photo, seven years before the carpark extension work).



FIGURE D.18 ORIENTAL PLANE TREES ON THE EASTERN END OF THE CENTRE ISLAND OF THE CARPARK (GML 2019)



FIGURE D.19 LONDON PLANE TREE AT THE WESTERN END OF THE CENTRE ISLAND OF THE CARPARK (GML 2019)

The original line of at least five *Populus nigra* (Lombardy poplar) trees on the western side of the building (#2 in Figure D.11) was separated into two groups either side of the entrance road, but retained the appearance of an uninterrupted line. The western group was removed in early 2012 for the expansion of the carpark. Only two trees now remain of the original plantings (Figure D.18).



FIGURE D.20 REMAINING POPLARS ON THE EASTERN SIDE OF THE BUILDING (GML 2019)

The *Quercus pedunculata* (English oak) trees are on the north-west corner of the Process Building, and continue the oak theme.



FIGURE D.21 ENGLISH OAK ON THE NORTH-WESTERN SIDE OF THE PROCESS BUILDING (GML 2019)

The tree groups described above contribute substantially to the landscaping of the front of the Mint complex, especially the Sawtooth oaks. They should be protected and conserved from further loss. In the past, elements of the main plantings have been removed to make way for various infrastructure constructions. The few remaining trees described above fulfil an important aesthetic role and it is now appropriate that planned infrastructure developments should be amended to ensure no further loss of these trees.

However, in terms of cultural heritage value, they are relatively recent plantings, are not associated with any outstanding aesthetics of value to the community, do not exhibit scientific or representational values, and are not associated with any person or cultural group.

D1.6 NEUTRAL OR INTRUSIVE PLANTINGS

These plantings include the earthen bank marking the northern edge of the new carpark which has dense, low, non-endemic native shrub planting and is weed infested – especially at its eastern end. Ground cover among the carpark medium strips comprises Coastal Poa tussocks and New Zealand flax (*Phormium*). Magnolia, cypress and birch make up the remainder of

these plantings. These plantings contribute little or no landscape function to complement the architectural forms of the site. They also potentially conflict with the colour, texture and forms of the more dominant oaks, planes and poplars.

D.2 VIEWS AND VISTAS

The open setting and minimal plantings along the northern façade of the former Administration Building provides a clear view of the building from the north and northwest. The building, as part of the Mint complex, is a 'monumental' feature in the landscape. when viewed across the sports field and cleared land particularly when travelling along Yarra Glen. The landscape is largely open and sparse, with the exception of the mature Sawtooth oaks framing the building, and the views and its strong architectural design intent, are enhanced by its elevation on the raised embankment.

Another key view to the former Administration Building is from the northeast on Denison Street, upon approach along the entrance road. Glimpses of the building are visible when travelling south on Denison Street; however, new entrance signage, landscaping and a services structure partly block these views.

The building is largely obscured by trees when viewed from the southwest, and the much larger Process Building blocks all views from the south.



FIGURE D.22 VIEW FROM THE NORTHEAST TO THE FORMER ADMINISTRATION BUILDING (FOREGROUND) AND THE PROCESS BUILDING (BACKGROUND) FROM DENISON STREET (GML 2018)



FIGURE D.23 VIEW ALONG ENTRANCE ROAD TO THE FORMER ADMINISTRATION BUILDING FROM DENISON STREET (GML 2019)



FIGURE D.24 VIEW FROM THE NORTH ACROSS THE PLAYING FIELDS TO THE FORMER ADMINISTRATION BUILDING (GML 2019)



FIGURE D.25 VIEW FROM THE NORTHWEST TOWARD THE FORMER ADMINISTRATION BUILDING (GML 2019)



FIGURE D.26 THE VIEW TO THE EASTERN ELEVATION OF THE FORMER ADMINISTRATION BUILDING FROM DENISON STREET (AT ENTRY TO THE PROCESS BUILDING CARPARK) IS PARTLY OBSCURED BY A NEWLY BUILT SERVICES STRUCTURES (GML 2019)



FIGURE D.27 THE FORMER ADMINISTRATION BUILDING (CENTRE) IS MOSTLY OBSCURED BY PLANTINGS, FENCES AND THE PROCESS BUILDING (RIGHT) WHEN VIEWED FROM THE SOUTH-WEST (GML 2019)



FIGURE D.28 KEY VIEWS OF THE ADMINISTRATION BUILDING FROM THE IMMEDIATE SURROUNDS (GML 2019, ON GOOGLE EARTH BASE IMAGE)

D.3 HERITAGE VALUES ASSESSMENT

D3.1 B ASSESSMENT OF NATURAL HERITAGE VALUES AGAINST COMMONWEALTH HERITAGE CRITERIA

TABLE D.1 NATURAL HERITAGE ASSESSMENT OF THE FORMER MINT ADMINISTRATION BUILDING, AGAINST THE COMMONWEALTH HERITAGE CRITERIA

Criteria	Assessment
a.	**the place's importance in the course, or pattern, of Australia's natural or cultural history;**
	The natural features of the site are limited to planted trees and shrubs in landscaped areas. These features are not considered to be of importance in the course or pattern of Australia's natural history. *Criterion not met.*
b.	**the place's possession of uncommon, rare or endangered aspects of Australia's natural or cultural history;**
	A search of the Atlas of Living Australia and ACT MAPi interactive map did not identify any records of threatened species within the site. No elements of the original site vegetation remain on site. The present vegetation provides minimal habitat opportunity for native fauna. *Criterion not met.*
c.	**the place's potential to yield information that will contribute to an understanding of Australia's natural or cultural history;**
	The natural features of the site are limited to planted trees and shrubs in landscaped areas. The site is not considered to have potential to yield information related to Australia's natural history. Criterion not met.
d.	**the place's importance in demonstrating the principal characteristics of:** **i) a class of Australia's natural or cultural places; or** **ii) a class of Australia's natural or cultural environments;**
	The site is highly modified from its pre-European state and does not demonstrate the principal characteristics of a class of Australia's natural places. *Criterion not met*.
e.	**the place's importance in exhibiting particular aesthetic characteristics valued by a community or cultural group;**
	The natural features of the site (planted trees and shrubs in landscaped areas) are typical of developed parts of Canberra and do not exhibit a particular aesthetic characteristic valued by a community group. *Criterion not met*.
f.	**the place's importance in demonstrating a high degree of creative or technical achievement at a particular period;**
	This criterion is not relevant to natural heritage values. *Criterion not met.*
g.	**the place's strong or special association with a particular community or cultural group for social, cultural or spiritual reasons;**
	There is no evidence to suggest a strong or special association between the natural features of the site and a community group. *Criterion not met.*

Criteria	Assessment
h.	**the place's special association with the life or works of a person, or group of persons, of importance in Australia's natural or cultural history;**
	There is no evidence to suggest a special association between the natural features of the site and the life or works of a person of importance to Australia's natural history. *Criterion not met.*
i.	**the place's importance as part of Indigenous tradition.**
	This criterion is not relevant to natural heritage values. *Criterion not met.*

D3.1.1 SUMMARY STATEMENT OF NATURAL HERITAGE VALUES

There are no natural heritage values on the site which meet the Commonwealth or ACT Heritage criteria.

D3.1.2 CULTURAL PLANTINGS AND LANDSCAPE HERITAGE ASSESSMENT

Commonwealth Heritage Criteria	Cultural plantings and landscape heritage assessment
Criterion (a) Processes	**the place has significant heritage value because of the place's importance in the course, or pattern, of Australia's natural or cultural history.**
	The cultural plantings and landscape of heritage value which are important to the historic development of the site include the Sawtooth oaks, the raised embankment and the open landscape. These elements contribute to the design intent and monumental nature of the former Administration Building, as part of the Mint complex and for its associations with the NCDC period of development in Canberra. The cultural plantings and landscape setting contribute to the place's importance in Canberra's cultural history (individually these elements do not meet this criterion).
Criterion (b) Rarity	**the place has significant heritage value because of the place's possession of uncommon, rare or endangered aspects of Australia's natural or cultural history.**
	There are no landscape elements or cultural plantings which fulfil this criterion.
Criterion (c) Potential to yield information	**the place has significant heritage value because of the place's potential to yield information that will contribute to an understanding of Australia's natural or cultural history.**
	There are no landscape elements or cultural plantings which fulfil this criterion.
Criterion (d) Characteristic values	**the place has significant heritage value because of the place's importance in demonstrating the principal characteristics of: a class of Australia's natural or cultural places; or a class of Australia's natural or cultural environments.**
	The Sawtooth oaks are cultural plantings that contribute to the design intent and architectural characteristics of the former Administration Building (individually these elements do not meet this criterion)

Commonwealth Heritage Criteria	Cultural plantings and landscape heritage assessment
Criterion (e) Aesthetic characteristics	**the place has significant heritage value because of the place's importance in exhibiting particular aesthetic characteristics valued by a community or cultural group.**
	The Sawtooth oaks are cultural plantings that contribute to the aesthetic characteristics of the former Administration Building (individually these elements do not meet this criterion)
Criterion (f) Creative/technical achievement	**the place has significant heritage value because of the place's importance in demonstrating a high degree of creative or technical achievement at a particular period.**
	There are no landscape elements or cultural plantings which fulfil this criterion.
Criterion (g) Social values assessment	**the place has significant heritage value because of the place's strong or special association with a particular community or cultural group for social, cultural or spiritual reasons.**
	There are no landscape elements or cultural plantings which fulfil this criterion.
Criterion (h) Significant people	**the place has significant heritage value because of the place's special association with the life or works of a person, or group of persons, of importance in Australia's natural or cultural history.**
	There are no landscape elements or cultural plantings which fulfil this criterion.
Criterion (i) Indigenous	**the place has significant heritage value because of the place's importance as part of Indigenous tradition.**
	There are no landscape elements or cultural plantings which fulfil this criterion.

ENDNOTES

1 Pryor LD and JCG Banks 2001, Trees and Shrubs in Canberra, 2nd Ed., ACT Govt. p 207.

APPENDIX E ERM-FINANCE SIGNIFICANCE RANKING SYSTEM

E.1 SIGNIFICANCE RANKING FOR COMMONWEALTH HERITAGE LISTED PROPERTIES

Ranking significance assists with identifying management priorities in the first instance. Ranking also assists with determining if a property meets the threshold for inclusion on the Commonwealth Heritage List (CHL). The criteria state that a place needs to have "significant" value in order to meet one or more criterion.

Ranking of significance is also a tool to be used in the development of management recommendations, maintenance priorities and long term planning decisions. Secondarily, they can be used in support of funding and resource allocations.

Therefore, ranking is a critical component underpinning specific management planning development.

The significance rankings described here are divided into three categories – Item, Precinct/Group and Intangible. These categories are based on our experience with large and complex sites and with managing European, Indigenous and Natural values. This allows a more meaningful use of ranking when:

- Comparing of individual items and precincts within the site itself (i.e. multiple items which may have varying degrees of significance based on their context, integrity and condition);
- Comparing a property with other similar sites (e.g. two buildings of comparable significance at 2 different sites may have settings of differing significance, thereby allowing a clearer comparison and more informed and secure basis for the overall ranking);
- Identifying CH values across the site and making management recommendations specific to those defining qualities; and
- Providing a context to the ranking where an element may be contributory rather than significant as an individual item. This underpins management of the item as a part of a larger context and assists in prioritising maintenance resources.

The values identified can then either be managed under the CH provisions or broader environmental requirements of the *Environment Protection and Biodiversity Conservation Act* (EPBC Act) depending on whether the CH threshold has been met. We find that this system allows us to be more specific about why a place has value, which in turn helps us to develop more targeted management methods.

The ranking system has been developed in reference to the ICOMOS, Burra Charter, World Heritage Guidelines, Ask First Guideline for Indigenous places and the Natural Heritage Charter. We have included "universal" level ranking for identifying potential national or World Heritage values.

The tables below outline the categories and ranking levels for built and Indigenous values (Table E-1) and natural values (Table E-2).

TABLE E-1 SUMMARY OF SIGNIFICANCE RANKINGS FOR BUILT AND INDIGENOUS HERITAGE

Significance Ranking	Justification - Item	Justification – Precinct/Group	Justification - Intangible
Universal (only to be used for World Heritage Sites)	Monuments: architectural works, works of monumental sculpture and painting, elements or structures of an archaeological nature, inscriptions, cave dwellings and combinations of features, which are of outstanding universal value from the point of view of history, art or science.	Groups of buildings: groups of separate or connected buildings which, because of their architecture, their homogeneity or their place in the landscape, are of outstanding universal value from the point of view of history, art or science.	Sites: works of man or the combined works of nature and man, and areas including archaeological sites which are of outstanding universal value from the historical, aesthetic, ethnological or anthropological point of view.
Exceptional	The item is a demonstrably rare, outstanding and / or an irreplaceable example of its type. It has a high degree of intact and original fabric that is readily interpreted. Loss or alteration would substantively undermine the Commonwealth heritage values of the place overall.	The precinct/group demonstrates collective characteristics that are rare or unique in Australia. Precinct/group is intact and readily interpreted. Loss, alteration or removal of component elements would substantially undermine the CH values of the place overall.	The site represents significant social, cultural, natural and/or mythological values that may not be embodied in any physical item but which demonstrate unique, iconic markers in Australia's past or ongoing dynamic histories and / or processes.
High	The item demonstrates a rare example of its type. Is largely intact and interpretable. Loss or unsympathetic alteration may diminish the Commonwealth Heritage values of the item and of the place overall.	The precinct/group demonstrates a rare example of collective characteristics or features physically linking or defining the space. Precinct/group is largely intact and interpretable. Loss, unsympathetic alteration or removal of component elements or defining qualities may detract from the CH values of the precinct/group and of the site overall.	The site represents important social, cultural, natural and/or mythological values that may not be embodied in any physical item but which demonstrate rare points in Australia's past or ongoing dynamic histories and / or processes
Moderate	The item may have altered or modified elements. Item is intact enough to be partially interpretable as a single item or as part of the site in its entirety. Loss or unsympathetic alteration is likely to diminish the CH values of	Precinct/group demonstrates valuable (although modified) collective characteristics and linking/defining spatial qualities. Precinct/group intact enough to be interpreted as a discrete space or as part of the site overall.	The site represents social, cultural, natural and/or mythological values that may not be embodied in any physical item but which demonstrate points in Australia's past or ongoing dynamic

Significance Ranking	Justification - Item	Justification – Precinct/Group	Justification - Intangible
	the item and potentially the place if inappropriately managed.	Loss, unsympathetic alteration or removal of component elements or defining qualities may detract from the CH values of the precinct/group and potentially of the site overall if inappropriately managed.	histories and / or processes.
Low	The item may be largely altered. Does not demonstrate the key defining qualities of the CH values, but may be contributory. Alteration and / or modification may make it difficult to interpret the item depending on the existing integrity of the item. Loss may not diminish the CH values of the place overall.	Precinct/group demonstrates some (but possibly largely altered) collective characteristics and/or linking/defining spatial qualities. Precinct/group not easily interpreted and represents unclear spatial definition in relation to the rest of the site. Loss, alteration or removal of component elements may not detract from the CH values of the place overall.	The site represents some social, cultural, natural and/or mythological values that may not be embodied in any physical item but which demonstrate points in the site's history, associative values and/or historical themes.
None (Does not meet CHL criteria)	Item does not reflect or demonstrate any CH values.	Precinct/group does not reflect or demonstrate any CH values.	The site represents no social, cultural, natural or methodological themes or values.
Intrusive	Potentially detracts from the overall Commonwealth heritage values of the place as an intrusive element. Loss may actually contribute to the Commonwealth Heritage values of the place. The item is an intrusive element in the heritage values of the place in its entirety.	Precinct/group potentially detracts from the interpretation and understanding of the site overall. Loss, alteration or removal of component elements actually contribute to the CH values of the place overall.	N/A

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TABLE E-2 SUMMARY OF SIGNIFICANCE RANKING FOR NATURAL HERITAGE VALUES

Significance Ranking	Justification - Natural
Universal (only to be used for World Heritage Sites)	**Natural features** consisting of physical and biological formations or groups of such formations, which are of outstanding universal value from the aesthetic or scientific point of view. **Geological and physiographical formations** and precisely delineated areas which constitute the habitat of threatened species of animals and plants of outstanding universal value from the point of view of science or conservation. **Natural sites** or precisely delineated natural areas of outstanding universal value from the point of view of science, conservation or natural beauty.
Exceptional	The species, area or ecosystem demonstrates individual or collective characteristics that are rare or unique in Australia. Species, area or ecosystem is in high level of health, condition and integrity. Loss, alteration or removal of component elements would substantially undermine the CH values of the place overall.
High	The species, area or ecosystem demonstrates a rare example of individual or collective characteristics or features physically linking or defining space. Species, area or ecosystem is largely intact and in good state of health. Loss, damage or removal of components or defining qualities may detract from the CH values of the area or ecosystem and of the site overall.
Moderate	Area or ecosystem demonstrates valuable (although modified) qualities. Intact enough to be interpreted as a discrete space or as part of the site overall with ability to be regenerated. Loss, damage or removal of component elements or defining qualities may detract from the CH values of the area or ecosystem and potentially of the site overall if inappropriately managed.
Low	Species, area or ecosystem demonstrates some (but possibly largely altered) defining qualities. Area or ecosystem not in a good state of health and regeneration in doubt. Loss, alteration or removal of component elements may not detract from the CH values of the place overall.
None (Does not meet CHL criteria)	Species, area or ecosystem does not reflect or demonstrate any CH values.
Intrusive	Loss, alteration or removal of component elements actually contribute to the CH values of the place overall.

APPENDIX F FORMER ADMINISTRATION BUILDING, RAM HERITAGE HANDBOOK

F.1 FORMER ADMINISTRATION BUILDING, RAM HERITAGE HANDBOOK

F1.1 OBJECTIVES OF THIS HANDBOOK

This Heritage Handbook is Appendix F to the Former Administration Building Heritage Management Plan and has been prepared as a standalone handbook that can be extracted from the main document for those responsible for the continuing care of this historically important place. It presents heritage principles to align with the best practice Australian heritage guidelines, the Burra Charter (Australia ICOMOS 2013), maintenance protocols, recommended inspection frequencies and some basic inspection techniques. This is followed by a tabulated report on ERM's maintenance inspection findings and a program of recommended works.

Conservation Dos and Don'ts applicable to the care of this significant site are also presented to provide guidance for tradespeople, maintenance supervisors and building tenants. Adopting and applying these guidelines should ensure the historic place remains well cared for and in its current good condition with little or no impact on its heritage values. The 2013 Burra Charter is accessible at http://australia.icomos.org/publications/charters/ for ease of reference.

F1.2 SEEK SPECIALIST ADVICE AS NEEDED

Where proposed works could have an adverse impact on the heritage values of the RAM, and guidance is not available in this Handbook or Sections 6 and 7 of this plan, seek advice from a suitably qualified and experienced heritage specialist.

F1.3 HERITAGE STATUS AND HERITAGE VALUES

F1.3.1 HERITAGE STATUS

The RAM is included on the Commonwealth Heritage List and the Finance Heritage Register. For detailed guidance on the heritage values of the RAM, refer to Section 5 of this plan, which includes floors plans showing the heritage significance ranking of important building fabric.

F1.3.2 STATEMENT OF SIGNIFICANCE

The official RAM Statement of Significance is:

> *The Royal Australian Mint was constructed in 1965, specifically to support the conversion of Australia's currency into the decimal system, a significant time in the history of the Nation. It is testament to the dichotomy of Australia's old and new national identity – the use of the word "Royal" symbolising Australia's British Empire roots; contrasting with the production of "Dollars" symbolizing Australia's move to becoming an autonomous county from Britain.*
>
> *The Mint has considerable rarity value in a National context as the first, and only mint in Australia established independent of the Royal Mint in London.*
>
> *In addition to producing currency for use, the Mint produces themes coins for the collector market, and thus has considerable associational value with numismatists.*
>
> *The Mint buildings exemplify the Stripped Classical architectural style, including pavilion forms, rhythmic façade treatments, uniform rectilinear elements, recessed windows, colonnades with a distinct lack of classical detailing, central recessed entrance, and roof with projecting eaves.*

F1.4 DOS AND DON'TS

The following Dos and Don'ts are intended to guide activities affecting the RAM, and outline advice regarding appropriate and inappropriate maintenance materials and techniques, which may be considered for future works.

F1.4.1 DOS AND DON'TS – GENERAL

	Do:		**Don't:**
☑	**Do** check the conservation management documents and consult the HMP before proceeding with any maintenance works.	☒	**Don't** proceed with any maintenance works without being fully informed of the conservation issues and potential risks of not following the recommended processes.
WHY? The heritage management documents are an important tool in the management of historic properties.			
☑	**Do** apply Burra Charter principles. In particular: • Do understand significance when making decisions about changing the historic fabric. • Take a cautious approach and change as much as is necessary and as little as possible. • Do carry out all work in a logical order. • Do prepare records of the work undertaken.	☒	**Don't** proceed with work without an understanding of the principles and practices established by the Burra Charter, which is the recognised heritage industry best practice in Australia.

	Do:		Don't:
WHY? The conservation of historic building must be based on a thorough understanding of heritage values and the correct conservation approach.			
☑	**Do** undertake a thorough investigation of proposed changes to heritage fabric to identify the potential for any impact on heritage values. If any doubt remains, seek the advice of a heritage specialist.	☒	**Don't** undertake works where there is an unknown risk to heritage fabric that may lead to irreversible damage.
WHY? It is important not to make changes that irreversibly damage historic properties.			
☑	**Do** ensure that significant views to important historic buildings are retained.	☒	**Don't** construct new buildings in locations that may impact on significant views.
WHY? The aesthetic values of the Site can potentially be impacted by poorly designed and positioned new buildings.			
☑	**Do** understand the physical fabric of the place as this in itself tells the story of the place's history and historical significance.	☒	**Don't** attempt to repair or conceal every knock or dent in the historic fabric as evidence of the use of a historic structure can be an important part of its history and contributes to its "patina" or quality of age.
WHY? The fabric of a historic building tells its story and embodies the story of its occupants over time.			
☑	**Do** ensure historic buildings have a compatible use.	☒	**Don't** introduce uses into historic buildings that require changes to original layouts or that may put their security at risk.
WHY? Unoccupied buildings attract unauthorised access by vandals and remove them from annual recurrent maintenance cycles leading to the loss of their heritage values.			
☑	**Do** only repair as much of the historic fabric as is necessary rather than total replacement.	☒	**Don't** replace existing elements with modern profiles as the significance of historic structures is linked to their traditional detailing.
WHY? The more that is removed and replaced on a historic building, the more its integrity and consequently its heritage value is reduced.			
☑	**Do** carefully piece in new work respecting the original fabric. Original and early building elements tell us about past construction techniques and styles and are an irreplaceable resource.	☒	**Don't** remove evidence of original or features such as paint colour schemes and brackets. Leave the evidence and work around it.
WHY? The more that is removed and replaced on a historic building, the more its integrity and consequently its heritage value is reduced.			
☑	**Do** ensure termite or pest inspections are regularly undertaken and any activity treated by a licensed pest inspector.	☒	**Don't** miss regular termite inspections.
WHY? Termites can wreak havoc in a heritage building in a short time.			
☑	**Do** replace damaged glazing to match the original thickness and type of drawn glass where it is safe to do so.	☒	**Don't** use plate, float, tinted or laminated glass in doors and windows unless a safety issue is apparent.
WHY? Safety glass is double the thickness of original glass and requires rebate depths to be increased.			

	Do:		Don't:
☑	**Do** retain original and early fittings and fixtures if these survive.	☒	**Don't** remove or replace original door and window furniture, light switches, power switches or light fittings where these are present.
WHY? The significance of historic buildings is linked to their original fittings.			
☑	**Do** repair historic materials with the same or similar materials – "like with like". If the same material is no longer available or unsuitable, seek the most compatible option.	☒	**Don't** use dissimilar materials for repair of historic buildings.
WHY? The introduction of a modern material into historic fabric may cause long term damage.			
☑	**Do** retain original planning and construction and heritage values embodied in a place's historic fabric.	☒	**Don't** remove evidence of original planning, construction systems, door and window furniture, or services (e.g. Closed off doorways, redundant door furniture or light fittings). Leave the evidence and work around it.
WHY? Evidence of past building layout and technologies can tell us how a place was used.			
☑	**Do** maintain all fixings and hardware in clean and operative condition.	☒	**Don't** bypass operating heritage features such as double hung window mechanisms.
WHY? Continued use will ensure regular care whereas redundancy may lead to removal and potential impact on heritage values.			
☑	**Do** retain historic building elements on site during any conservation processes.	☒	**Don't** remove historic building elements from site unless absolutely necessary. If removal is required ensure there is a process in place to ensure the physical care and security of the remaining element is maintained.
WHY? Historic building elements can be damaged in transit, or lost or stolen during repair works.			
☑	**Do** keep historic buildings clean internally and externally.	☒	**Don't** avoid cleaning historic buildings as this can accelerate decay.
WHY? Well cared for fabric will decay more gradually.			
☑	**Do** replace missing elements to historic buildings.	☒	**Don't** allow elements to deteriorate and break.
WHY? The retention of integrity supports the protection of heritage values.			
☑	**Do** keep unpainted materials such as brick and stone unpainted.	☒	**Don't** paint elements that have not been previously painted.
WHY? Painting can change the performance of the material and also can impact on a place's aesthetic values.			
☑	**Do** repaint painted elements with appropriate blends. This may involve additional investigation or consultation to determine the best alternative.	☒	**Don't** paint elements with modern acrylic paints unless this is an appropriate alternative to the material to be painted.
WHY? Painting with inappropriate blends can change the performance of the material and lead to accelerated deterioration.			

	Do:		Don't:
☑	**Do** have an understanding of significant fabric of an element prior to undertaking any work.	☒	**Don't** damage or remove significant fabric.
WHY? The physical fabric of the element is important as it tells the story of the architect's intent.			

F1.4.2 DOS AND DON'TS – SANDSTONE

	Do:		Don't:
☑	**Do** clean sandstone panels, do test a small area prior to cleaning the entire surface, and use neutral pH cleaners and low pressure water washing.	☒	**Don't** use chemicals or high pressure cleaning methods to clean the building.
☑	**Do** clean masonry surfaces only in order to remove harmful substances and to reveal deterioration	☒	**Don't** clean masonry only to make the surface appear smooth.
☑	**Do** use a gentle method to clean surfaces, such as low pressure water spray and soft natural bristle brushes	☒	**Don't** use high pressure water during cleaning
☑	**Do** follow the most accepted method of cleaning – French patent Le Gommage cleaning system i.e. projecting very fine powders with low pressure compressed air (http://www.gommage.com/prodes.html)	☒	**Don't** use synthetic materials (e.g. plastics) to repair buildings – may trap water, not allow the building to 'breathe'
☑	**Do** consult a specialist conservation or cleaning company if stains are difficult to remove	☒	**Don't** use acid to clean stone surfaces
☑	**Do** allow the building to 'breathe' i.e. do not trap in dampness with synthetic or other waterproof materials	☒	**Don't** paint previously unpainted surfaces
☑	**Do** keep the building dry – use sound roofing, flashing and damp proofing methods that also allow the building to 'breathe'	☒	**Don't** allow excessive water to reach the walls e.g. watering garden beds close to a building may cause dampness
☑	**Do** prevent stormwater and surface water from reaching the building	☒	**Don't** use electric saws or pneumatic hammers if possible, as they can destabilise the fabric
☑	**Do** have the building regularly inspected by a conservation architect or experienced builder and remedy any faults or failures as soon as they are discovered	☒	**Don't** use waterproof or water repellent paints, as they can accelerate deterioration by trapping water in the substrate
☑	**Do** implement a cyclical maintenance program - (every 5 years) to preserve aesthetic and physical integrity	☒	**Don't** defer necessary maintenance

	Do:		Don't:
☑	**Do** assess whether, prior to undertaking repairs or maintenance, whether the planned works will impact upon the significance aspects of the item	☒	**Don't** use new sandstone to patch up existing walls without first testing physical and chemical characteristics to match the stone where possible
☑	**Do** always retain as much original stonework of a building as possible during maintenance or repairs	☒	**Don't** over-clean building sandstone fabric
☑	**Do** use minimal intervention techniques for repairs and maintenance that involve the least physical disturbance to the building	☒	**Don't** clean stone when unnecessary – generally avoid stone cleaning
☑	**Do** only replace stones when they have decayed to such a degree that they affect the structural stability and function of the surrounding stonework	☒	**Don't** attempt to artificially weather or distress the finished surface of the replacement blocks
☑	**Do** study and measure the building's original design to record dimensions of stones needing to be replaced	☒	**Don't** allow bacteria and other harmful substances to grow between blocks by not properly measuring replacement stones
☑	**Do** employ a reputable masonry contractor with relevant skills	☒	**Don't** attempt to undertake the replacement of sandstone panels before consulting a specialist
☑	**Do** replace previous ineffective or harmful repairs	☒	**Don't** delay fixing previous harmful repairs
☑	**Do**, Where possible, use free standing signs or signage which will not involve fixings that penetrate significant fabric.	☒	**Don't** fix signage to historic fabric (i.e. the sandstone veneer panels), or mask significant features with obtrusive signage.

F1.4.3 DOS AND DON'TS – BUILDING EXTERIOR – MASONRY, BASALT

	Do:		Don't:
☑	**Do** clean masonry surfaces only in order to remove harmful substances and to reveal deterioration	☒	**Don't** clean masonry only to make the surface appear smooth
☑	**Do** use a gentle method to clean surfaces, such as low pressure water spray and soft natural bristle brushes.	☒	**Don't** use untested high pressure water during cleaning
☑	**Do** test a small area with cleaning method prior to large-scale work. Following this, test the method on a larger area (e.g. 1-2 m^2) and compare results to an uncleaned portion.	☒	**Don't** clean large surfaces without testing a smaller area
☑	**Do** consult a specialist conservation or cleaning company with a demonstrated record of working on historic fabrics if stains are difficult to remove	☒	**Don't** use acid to clean stone surfaces

	Do:		Don't:
☑	**Do** allow the elements to 'breathe' i.e. do not trap in dampness with synthetic or other waterproof materials	☒	**Don't** paint previously unpainted surfaces
☑	**Do** have the elements regularly inspected by a conservation architect or experienced builder and remedy any faults or failures as soon as they are discovered	☒	**Don't** use waterproof or water repellent paints, as they can accelerate deterioration by trapping water in the substrate
☑	**Do** implement a cyclical maintenance program - (every 5 years) to preserve aesthetic and physical integrity		
☑	**Do** assess whether these changes will impact upon the significance aspects of the item prior to repairs or maintenance works	☒	**Don't** use new fabric to 'patch up' existing surfaces without first testing physical and chemical characteristics to match the material/metal/stone where possible
☑	**Do**, always retain as much original stone/metal work as possible during maintenance or repairs	☒	**Don't** over-clean building metal/stone fabric
☑	**Do** use minimal intervention techniques for repairs and maintenance that involve the least physical disturbance to the building	☒	**Don't** clean metal/stone when unnecessary – generally avoid metal/stone cleaning
☑	**Do** replace stones only when they have decayed to such a degree that they affect the structural stability and function of the surrounding stonework	☒	**Don't** attempt to artificially weather or distress the finished surface of the replacement blocks
☑	**Do** ensure, during repairs or maintenance, scaffolding should be constructed to allow the work to be carried out safely and without damaging the existing structure	☒	**Don't** erect scaffolding without first considering any potential damages to the structure
☑	**Do** study and measure the original assets original design to record dimensions of metal/stone needing to be replaced	☒	**Don't** allow bacteria and other harmful substances to grow between plating/blocks by not properly measuring replacement stones
☑	**Do** replace previous ineffective or harmful repairs	☒	**Don't** Do not Delay fixing previous harmful repairs

F1.4.4 DOS AND DON'TS – BUILDING INTERIOR – GENERAL

	Do:		Don't:
☑	**Do,** where possible, use existing voids, conduits and ducts for the installation of new services.	☒	**Don't** make new openings in important fabric for new services.
WHY? This results in loss of significant fabric which is unable to be recovered.			
☑	**Do** repaint in existing or original colour schemes, or seek advice from the Building Manager, where required.	☒	**Don't** paint surfaces in new or inappropriate colour schemes.
WHY? Paint schemes and other finishes reflect cultural influences and architectural design and intent. This aesthetic contributes to the overall significance of the building.			
☑	**Do** have an understanding of significant fabric of an element prior to undertaking any work.	☒	**Don't** damage or remove significant fabric.
WHY? The physical fabric of the element is important as it tells the story of the architect's intent.			
☑	**Do** consider the visual impact of the work you are proposing and conceal services or new technologies in wall cavities, behind panels or in ducting and position new elements in the least obtrusive locations.	☒	**Don't** surface mount services or fix new fixtures or equipment on internal wall and ceiling areas.
WHY? Fixings may damage original building fabric and the installation of new equipment may impact on aesthetic values.			
☑	**Do** inspect areas for an accumulation of condensation and if observed advise the RAM Building Manager who will organise for the source of the problem to be identified and repaired.	☒	**Do not** allow condensation from air conditioners or other services to accumulate.
WHY? An accumulation of condensation may rot significant fabric and result in loss of heritage value.			
☑	**Do,** be vigilant and report leaks, signs of termites, wasps, rot or borer or any other signs of decay of historic fabric.	☒	**Don't** ignore faults.
WHY? It is better to fix a problem before it worsens.			
☑	**Do,** where possible, use existing voids, conduits and ducts for the installation of new services.	☒	**Don't** make new openings in important fabric for new services.
WHY? This results in loss of significant fabric which is unable to be recovered.			

F1.4.5 DOS AND DON'TS – ROOFS AND RAINWATER GOODS

	Do:		Don't:
☑	**Do** inspect the condition of the roofs every year for minor problems such as lifting of flashings, loose fixings, and damp roof timbers internally.	☒	**Don't** ignore minor problems, as they can lead to larger and more costly problems if left unattended.
WHY? The care of the roof on any building is vitally important especially for a historic building as unattended leaking can put rare and fragile interiors at risk.			
☑	**Do** ensure that roofs, gutters and downpipes are regularly painted using a paint system that is consistent, if stable, with the earlier coatings.	☒	**Don't** allow failed paintwork to expose metal elements.
WHY? Painting protects metal roofing and materials and extends their life.			
☑	**Do** ensure vegetation growing behind the rainwater pipes or underneath or behind the gutters is cut back or removed altogether.	☒	**Don't:** allow vegetation growth to impact on the fabric of historic buildings.
WHY? Vegetation can help trap moisture against the rainwater goods and speed up their deterioration. Growing creepers can dislodge or damage gutters and pipes.			
☑	**Do** be proactive and check externally in wet weather for places where the wall of the building is getting saturated. This is a sign that the rainwater system is leaking or blocked. In dry weather, there will be stains or marks left where water has been seeping into the wall.	☒	**Don't** ignore potential leaking.
WHY? Rain leaking into the wall speeds up the deterioration of any linings, can cause rot in internal timberwork, and can damage internal decoration and fittings.			
☑	**Do** replace existing rainwater goods with galvanised steel to match the existing profile.	☒	**Don't** introduce new materials or profiles.
WHY? Incompatible metals can cause a reaction with other metals in the system, for example zincalume with galvanised steel.			
☑	**Do** regularly clear gutters and downpipes.	☒	**Don't** allow leaf litter or bird droppings to accumulate on roofs of the building.
WHY? Blockage of the rainwater disposal system can cause internal flooding and damage historic fabric.			

F1.4.6 DOS AND DON'TS – MAINTENANCE AND REPAIR OF STRUCTURAL TIMBER

	Do:		Don't:
☑	**Do** retain original timber members and detailing. Consider splicing in new sections of matching or similar species or strengthen original sections with "sister" members or metal plating.	☒	**Don't** discard original timber members without considering retention options.

	Do:		Don't:
WHY? The more that is removed and replaced on a historic building, the more its integrity and consequently its heritage value is reduced.			
☑	**Do** install replacement timber elements if required with a matching profile and species. Where species is no longer available select a timber with similar characteristics.	☒	**Don't** discard original timber members without considering retention options.
WHY? The more that is removed and replaced on a historic building, the more its integrity and consequently its heritage value is reduced.			
☑	**Do** retain original construction detailing when making repairs.	☒	**Don't** introduce new detailing that is inconsistent with the original detail.
WHY? The more that is removed, replaced or changed on a historic building, the more its integrity and consequently its heritage value is reduced.			

F1.4.7 DOS AND DON'TS – MAINTENANCE AND REPAIR OF CORRUGATED GALVANISED IRON AND METAL WORK

	Do:		Don't:
☑	**Do** keep roofing, rainwater goods and exposed CGI clean	☒	**Don't** allow dirt, grime or debris to remain on roofs or against walls.
WHY? Dirt and other debris can accelerate the depletion of the zinc coating on CGI panels, leading to loss of protection and deterioration of fabric.			
☑	**Do** consider patching smaller holes in CGI panels using appropriate materials, such as lead soldering or silicone resin.	☒	**Don't** patch with incompatible materials, or attempt to patch larger holes which will show obvious signs of disturbance.
WHY? Patches can extend the life of a panel and may reduce the need to replace; however, use of appropriate materials is essential to ensuring longevity.			
☑	**Do** consider the profile and visual impact of replacement panels when undertaking repair/replacement works.	☒	**Don't** replace panels with alternate materials which are not in keeping with the aesthetic value, or with incompatible materials.
WHY? Replacement panels need to have similar materials performance and be in keeping with the aesthetic values of the place.			

F1.4.8 DOS AND DON'TS – MAINTENANCE AND REPAIR BRICK AND STONEWORK

	Do:		Don't:
☑	**Do** regularly inspect stonework and brick pillars for signs of damage, and instability.	☒	**Don't** allow stonework and brick to be continually attacked by rising damp or other deteriorating contaminants.
WHY? Brick and stonework required specialist conservation skills to repair. As such, it is easier and more cost effective to undertake preventative maintenance.			
☑	**Do** obtain similar and compatible materials to undertake repairs of stonework and brick elements.	☒	**Don't** replace stonework or brick elements with modern materials which do not have similar material performance

	Do:		Don't:
WHY? Material performance is important in maintaining a place in good condition. This can be compromised by use of incompatible materials.			
☑	**Do** install appropriate drainage against buildings.	☒	**Don't** have hard concrete surfaces abutting buildings.
WHY? Concrete against masonry or stone building elements can increase the potential for rising damp.			

F1.4.9 DOS AND DON'TS – LANDSCAPE

	Do:		Don't:
☑	Do continue regular grounds maintenance of the garden beds and grassed areas, and prune trees.	☒	Don't allow vegetation to become overgrown and compromise the built structures.
WHY? The gardens and grassed areas can become overgrown and lead to vermin infestation and damage to built structures. This can be avoided through regular gardening and landscaping work.			

F1.5 MAINTENANCE OF HERITAGE SIGNIFICANCE

F1.5.1 MAINTENANCE PROTOCOLS

This section provides maintenance protocols to guide regular inspection, Catch-Up Maintenance Schedule, Cyclical Preventative Maintenance Inspection Schedule and Planned Maintenance Works that ensures heritage values are conserved.

The RAM is subject to regular, effective maintenance, which has contributed to its good condition overall.

F1.5.2 REASONS FOR MAINTENANCE

The desirable standard of maintenance depends on the intensity of use and climatic conditions. A policy of preventative maintenance work is less expensive in every way. Neglecting maintenance leads to decay and may lead to costly repair or the building replacement cycle being the only viable option.

A clear understanding of the building materials, construction and its development, and as a result the likely problems that may be encountered, assists with the anticipation and appropriate maintenance and repair. Maintenance is defined by the Burra Charter as the continuous protective care of the fabric, contents and setting of a place. Preventative Maintenance is carried out to prevent an item failing or wearing out by providing systematic inspection, detection and prevention of damage or failure, and is usually programmed. If carried out properly, preventative maintenance will reduce the probability of decay. This contrasts with corrective maintenance, whereby damaged or deteriorating material is replaced or repaired. Preventative maintenance can not only reduce, or even avoid, the need for repairs later; it will prevent the loss of original fabric and is cost-effective. Corrective maintenance is disruptive and costly in both significant fabric and financial terms (SPAB: Technical Guide 10).

Regular inspections and preventative maintenance thus form the basis of the most cost effective approach to the conservation of buildings and items of heritage significance. While some heritage buildings and items have materials that may require specialised care, the majority of preventative maintenance is standard housekeeping that can be undertaken as part of programmed maintenance activities for all assets.

Regular inspection and preventative maintenance activities can contribute to extending the life of an asset and reduce the whole of life costs associated with using the building. The need for major conservation work is most commonly the result of insufficient inspection and maintenance. The cost benefits of developing and implementing an inspection and preventative maintenance regime are outlined in the graph below (Figure F-1).

Continuation of existing uses and seeking new or adaptive re-use of heritage items also plays a key role in conserving heritage values by ensuring maintenance issues are identified early and supporting justification for funding works for ongoing care.

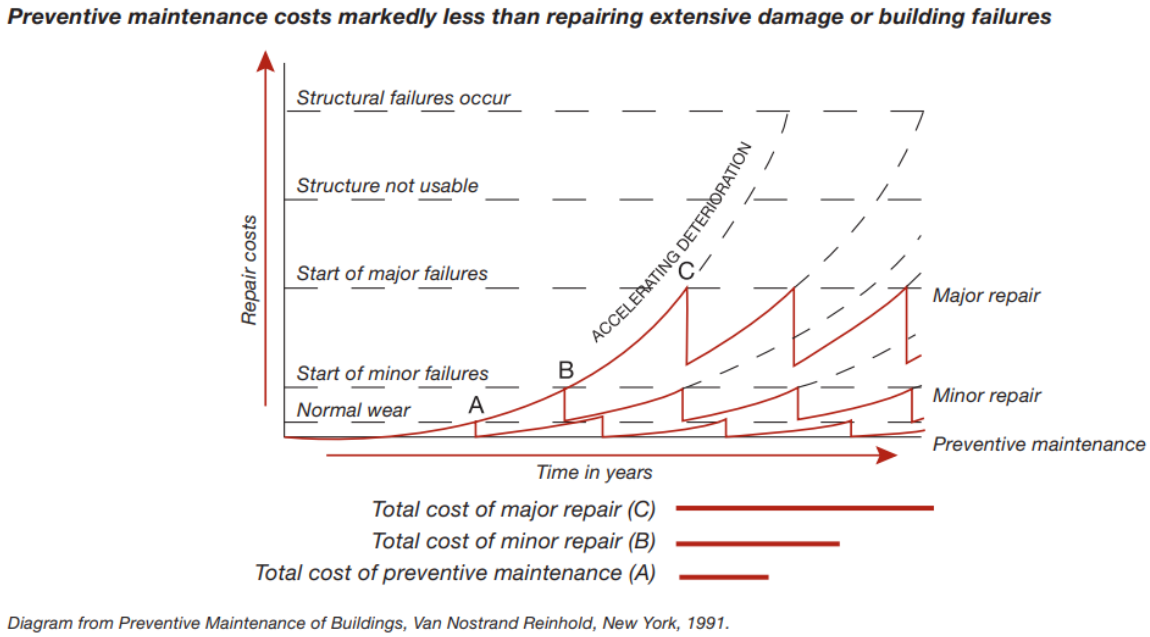


Diagram from Preventive Maintenance of Buildings, Van Nostrand Reinhold, New York, 1991.

FIGURE F-1 PREVENTATIVE MAINTENANCE COSTS DIAGRAM (NSW HERITAGE OFFICE 2004:3)

F1.5.2 REGULAR INSPECTION

Regular annual inspections of the RAM should be undertaken by the Property Manager of the Former Administration Building, on behalf of the Crown Lessee. These inspections are important as part of the ongoing care of the heritage values and fabric of the buildings and the associated elements on the island. Additional guidance for these inspections is provided below.

Maintenance and examination of the RAM should ideally be tackled by routines of 6-monthly, annual and 5-yearly inspections, followed by brief reports. The inspections should be undertaken by the Facilities Manager and a heritage practitioner with knowledge of historic buildings and conservation of building materials and methods. These should be integrated into annual inspections.

Examination of the fabric of the building and its surrounds should be conducted systematically by circulating around each asset at the RAM and building externally and internally in a clockwise direction. Examiners should use their senses to observe and note building and surrounding environment condition and defects.

The checklist provided below is an indication of what needs to be considered for the RAM to ensure issues that may have an impact on heritage values are mitigated. This checklist should also be integrated into the owner's inspection checklist.

F1.5.3 MAINTENANCE PLANS

This section presents prioritised implementation plans comprising specific works tasks to manage the heritage values of the RAM and individually significant features. These works should be integrated into the Finance and PSP maintenance plans, minor capital expenditure programs or capital expenditure programs.

The maintenance plans are prioritised according to the risk framework and divided into:

- Catch-Up Maintenance;
- Cyclical Preventative Maintenance Schedule; and
- Planned Works.

F1.5.3.1 CATCH UP MAINTENANCE

A schedule of catch-up maintenance and repairs is provided in

F1.5.3.2 CYCLICAL PREVENTATIVE MAINTENANCE SCHEDULE

The following checklist is an indication of what needs to be considered for the RAM to ensure issues that may have an impact on heritage values are mitigated. The following should also be integrated into the owner's inspection checklist.

6-month cyclical maintenance plan

- check plant growth over island and prune/mow where necessary;
- remove vegetation build-up from around edges of buildings;
- monitor for animal/vermin activity and place additional traps/baits where necessary;
- check all bird barriers for damage and replace where necessary;
- inspect for termite activity and treat where necessary;
- check external windows and doors for damage and repair as necessary;
- check for graffiti/other signs of vandalism;
- check that roofs are watertight, and patch and repair where necessary with compatible materials;
- check rainwater goods to ensure they are free of leaves and other debris; and
- if areas of the buildings are unused/vacant, conduct basic cleaning to ensure condition does not deteriorate.

Annual cyclical maintenance plan

- remove rubbish or unwanted material and clean the interiors;
- check opening and closing of all doors and windows and ease and lubricate as required;
- check the condition of ramps, stairs and retaining walls;
- check condition of all directional and interpretive signage (where available);
- check condition and integrity of all contributory elements of significance identified in Table 5-4 of this plan;
- inspect roofs (outside and inside);
- check and clear gutters, downpipes, stormwater pits and drains;
- repair/replace any broken glazing with like for like materials, and clean windows and surrounds;
- repair and repaint any damaged timber elements;
- repair or replace any damaged interiors finishes;
- clean light fittings and change bulbs or fluorescent tubes; and
- check fire extinguishers and replace as required.

5 yearly cyclical maintenance plan

Every 5 years the heritage practitioner should make a full report especially noting any structural defects that should be kept under observation and the cyclical maintenance plan should be updated, drawing attention to any defects that should be kept under observation or where further study might be required. Proposed actions should be prioritised and divided into the following categories and recorded in a log book:

- small items (basically good housekeeping);
- should building upgrades occur, requirement for repairs to mechanical, electrical, plumbing and drainage services;
- a rolling program of long-term preventive maintenance carried out year by year; and
- major items of conservation such as roofing, walls, windows, doors and floor coverings and services.

The scope of a typical 5-yearly inspection would be consistent with the list of items set out in both the 6-monthly and the annual inspection.

F1.5.4 REPORTING AND REVIEW PROTOCOLS

Planned and unscheduled maintenance works and alterations to heritage items and areas need to be recorded by the PSP and Finance to provide a centralised record of changes to the place over time, and to satisfy Finance's heritage register requirements under the EPBC Act. Electronic recording should capture any maintenance undertaken at the RAM with attention to significant fabric (refer to Figures 5-1 to 5-4 in this plan for significance of site elements). These records are to be incorporated in future updates of the statutory HMP.

In the event of divestment, a copy of site works records should be made available to the new site manager, and a record should continue to be maintained for the RAM.

For this plan to remain a useful heritage management and conservation tool it needs to be reviewed and updated at regular intervals. The review is to be undertaken by Finance, with assistance from a heritage specialist as required. The review is to focus on amending responsibilities, include commentary on any works undertaken since the last HMP review; it will also consider any changes or planned changes of use and the interpretation strategy.

Whilst the RAM remains a Commonwealth property, in accordance with the EPBC Act, this plan must be reviewed at least once every 5 years. The review should assess the content of the plan and determine its effectiveness in protecting the heritage values of the place and make recommendations for updating or re-writing the plan as required.

The Crown Lessee will check the implementation of this plan, including actions identified in Figure 7-1.

APPENDIX G CHANCE FINDS PROTOCOL

G.1 CHANCE FINDS PROTOCOL – ABORIGINAL CULTURAL HERITAGE

In the event that Aboriginal cultural heritage sites, objects or materials (or suspected cultural sites or materials) are discovered during earthworks, development operations or similar activities at the property, the following procedure is to be followed. Cultural heritage sites, objects or materials may include, but not be limited to: stone artefacts, modified trees, stone arrangements, or skeletal remains.

1. STOP WORK

Any person that observes or uncovers potential Aboriginal heritage objects during the works must notify machinery operators and site/project management immediately. All activity in the immediate area should cease.

2. NOTIFY

Notify the Building Manager, who is to notify the Lessee and Finance. Photograph the item(s) in situ.

NOTE if find is suspected to be Human Remains the Project Manager or Project Director must contact the State Police who may then take control of the site and any further investigation.

3. PROTECT THE SITE

The location should be cordoned off as en exclusion zone with visible flagging, so that no further disturbance occurs. Flagging should be placed at a 10 m radius surrounding the find. *If suspected Human Remains are located:* Any sand/soils removed must be identified and set aside for assessment by the investigating authorities.

4. INSPECT

Inspect the item with the Works Project's Heritage Advisor and determine if consultation with the ACT RAOs, DCCEEW and/or ACT Heritage is required and if the item can be safely moved for further examination and works can continue. The heritage professional should record the location, nature and extent of the site and determine its heritage significance. Prepare a brief report documenting the item's location, including in situ photographs, and recommendations for management and future storage.

5. ASSESS & RECORD THE FIND

If the item cannot be moved without further archaeological excavation and recording, engage a suitably qualified archaeologist to record and assess the item. Determine if adjacent works need to be amended to protect the item in consultation with the Works Project's Heritage Advisor, and input from DCCEEW officers as necessary. In the event of the discovery of possible human remains, the Police will need to be contacted immediately.

6. MANAGE THE FIND

A management plan may be developed for the find, that implements the guidance of the Works Project's Heritage Advisor and DCCEEW including ongoing requirements for the item's protection as required. This methodology should be submitted to Finance for approval prior to completion of any proposed management or mitigation measures being undertaken.

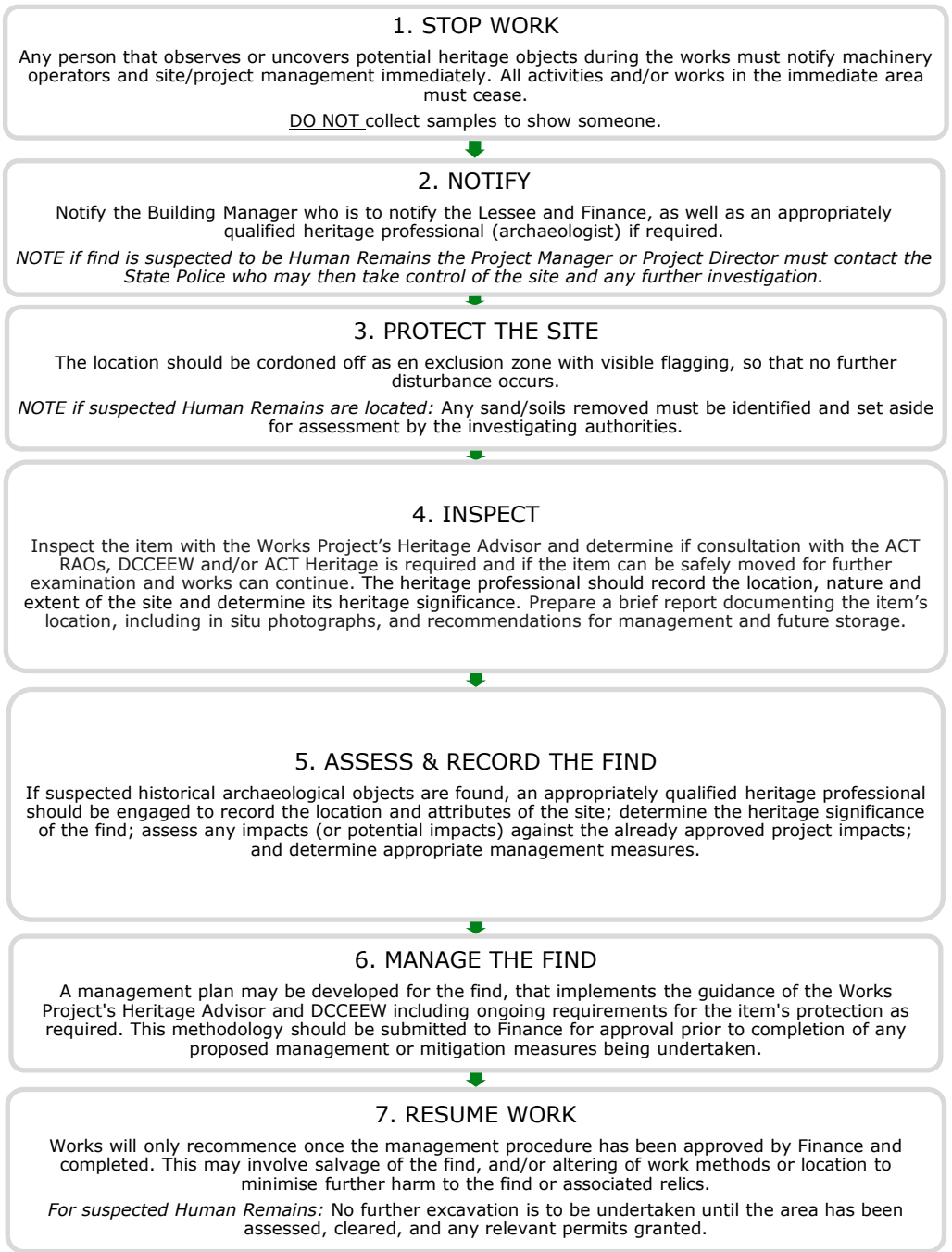
7. RESUME WORK

Works will only recommence once the management procedure has been approved by Finance and completed.

For suspected Human Remains: No further excavation is to be undertaken until the area has been assessed, cleared, and any relevant permits granted.

G.2 CHANCE FINDS PROTOCOL – HISTORIC HERITAGE

Historical artefacts or material may be unearthed unexpectedly around the Royal Australian Mint site or inside early buildings. These could potentially be located on the ground surface or subsurface during maintenance works, or inside floor, wall and roof cavities where original and early building fabric and objects could be found. In the event of the discovery of any historical artefacts or material during project activities at the Royal Australian Mint these steps should be followed:



APPENDIX H EXAMPLE WORKS MAINTENANCE RECORD FORM

Australian Government
Department of Finance

Heritage Asset - Works/Maintenance Record

A copy of this form is to be placed on the property maintenance file and a copy provided to Finance

1. Building/Asset:						
***2.* Detail of Works –** *To be completed by the contractor*						
a. **Commencement Date:**		**Completion Date:**				
b. **Building Component:**						
c. **Description of the Works:**	□ Repair □ Replace □ Remove □ Other					
d. **Comments:**						
e. **Heritage Briefing/*Dos and Don'ts Handbook* provided:**			***Yes***		***No***	
f. **Before/After photo's attached:**			***Yes***		***No***	
3. Contractor Details – *To be completed by the contractor*						
a. Company Name:						
b. Contact Name:						
c. Phone Number:						
d. I _____ declare that the works described above have been undertaken in accordance with the HMP Dos and Don'ts Handbook and/or guidance from the Department of Finance, Portfolio and Contract Management Team (PCMT) or, where the works have not been undertaken in accordance with the above guidance that approval for the works has been given by the PCMT (evidence of approval attached).						
Signature:			**Date:**			
4. **Heritage Management Plan Compliance** – *To be completed by the property manager*						
a. Property Manager:		Contact No:				
b. Is this work scheduled in the HMP Implementation Plans: *(If yes please update the Implementation Plans Register)*			***Yes***		***No***	
c. Were the heritage values and heritage management protocols conveyed to the contractor?			***Yes***		***No***	
d. Have the HMP policies and guidelines been complied with?			***Yes***		***No***	
If yes, include policy reference:						
e. Approval received from PCMT (approval attached)? **Y / N** (please circle)						
f. Has one of the following been undertaken: • A follow up site inspection □ (Date of inspection: _____) • Photographic evidence provided □ (please attach)						
Property Manager's Signature:						
5. File Record – *To be completed by Finance*						
Copy received:	Yes/No (please circle)	File Reference:				
Finance Officer:		Date:				

APPENDIX I EPBC REGULATIONS COMPLIANCE CHECKLISTS

SCHEDULE 7A – MANAGEMENT PLANS FOR COMMONWEALTH HERITAGE PLACES (REGULATION 10.03B)

Schedule 7A Requirements	Relevant Section of this plan
(a) establish objectives for the identification, protection, conservation, presentation and transmission of the Commonwealth Heritage values of the place; and	Section 7.1
(b) provide a management framework that includes reference to any statutory requirements and agency mechanisms for the protection of the Commonwealth Heritage values of the place; and	Section 3.1 and Section 7.3
(c) provide a comprehensive description of the place, including information about its location, physical features, condition, historical context and current uses; and	Section 4.1, Appendices A-D
(d) provide a description of the Commonwealth Heritage values and any other heritage values of the place; and	Section 4.1
(e) describe the condition of the Commonwealth Heritage values of the place; and	Section 5
(f) describe the method used to assess the Commonwealth Heritage values of the place; and	Section 5, Appendices A-D
(g) describe the current management requirements and goals, including proposals for change and any potential pressures on the Commonwealth Heritage values of the place; and	Section 7.2 to Section 7.6
(h) have policies to manage the Commonwealth Heritage values of a place, and include, in those policies, guidance in relation to the following:	Section 7
(i) the management and conservation processes to be used;	Section 7.2
(ii) the access and security arrangements, including access to the area for indigenous people to maintain cultural traditions;	Section 7.9 and Section 7.10
(iii) the stakeholder and community consultation and liaison arrangements;	Section 7.10
(iv) the policies and protocols to ensure that indigenous people participate in the management process;	Section 7.10
(v) the protocols for the management of sensitive information;	N/A – no sensitive information
(vi) the planning and management of works, development, adaptive reuse and property divestment proposals;	Section 7.3.1.2 to Section 7.6,
(vii) how unforeseen discoveries or disturbance of heritage are to be managed;	Section 7.8, Appendix G

Schedule 7A Requirements	Relevant Section of this plan
(viii) how, and under what circumstances, heritage advice is to be obtained;	Section 7.3.1.2, Section 7.9, Handbook (provided as Appendix F)
(ix) how the condition of Commonwealth Heritage values is to be monitored and reported;	Section 7.15
(x) how records of intervention and maintenance of a heritage places register are kept;	Section 7.15.2 and Section 7.16
(xi) the research, training and resources needed to improve management;	Section 7.3.1.1
(xii) how heritage values are to be interpreted and promoted; and	Section 7.9
(i) include an implementation plan; and	Section 8
(j) show how the implementation of policies will be monitored; and	Section 7.16 and Section 8.1
(k) show how the management plan will be reviewed.	Section 7.15.4

SCHEDULE 7B – COMMONWEALTH HERITAGE MANAGEMENT PRINCIPLES (REGULATION 10.03D)

Schedule 7B Requirements	HMP Compliance
1. The objective in managing Commonwealth Heritage places is to identify, protect, conserve, present and transmit, to all generations, their Commonwealth Heritage values.	Section 7.1
2. The management of Commonwealth Heritage places should use the best available knowledge, skills and standards for those places, and include ongoing technical and community input to decisions and actions that may have a significant impact on their Commonwealth Heritage values.	Section 7 (several sub-sections) Finance engaged independent consultants, ERM, to prepare and update this plan. The document has been prepared by suitably qualified and experienced heritage and environmental specialists. This plan has been prepared and updated in consultation with the Crown Lessee's property manager and Finance. Records held by various organisations and institutions were accessed (see Refences section).
3. The management of Commonwealth Heritage places should respect all heritage values of the place and seek to integrate, where appropriate, any Commonwealth, State, Territory and local government responsibilities for those places.	Section 3 and Section 7
4. The management of Commonwealth Heritage places should ensure that their use and presentation is consistent with the conservation of their Commonwealth Heritage values.	Section 7
5. The management of Commonwealth Heritage places should make timely and appropriate provision for community involvement, especially by people who: have a particular interest in, or associations with, the place; may be affected by the management of the place;	Section 7.10
6. Indigenous people are the primary source of information on the value of their heritage and that the active participation of indigenous people in identification, assessment and management is integral to the effective protection of indigenous heritage values.	Section 7.10
7. The management of Commonwealth Heritage places should provide for regular monitoring, review and reporting on the conservation of Commonwealth Heritage values.	Section 7.15

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