

5.5 REVIEW OF LOCAL PLANNING POLICIES - POLICY NOS. 7.6.1 - 7.6.9 - HERITAGE MANAGEMENT

- Attachments:**
1. Draft Local Planning Policy: Development Guidelines for Heritage Places
 2. Draft Local Planning Policy: Assessing Cultural Heritage Significance
 3. Draft Local Planning Policy: Interpretive Signage for Heritage Places and Places of Interest
 4. Draft Local Planning Policy: Amending the Local Heritage Survey, Heritage List and Designating Heritage Areas
 5. Schedule of Modifications - Heritage Policies

RECOMMENDATION:

That Council:

1. **PREPARE and PUBLISH a notice of amendments to the following local planning policies for the purpose of advertising, pursuant to Schedule 2, Part 2, Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015*:**
 - 1.1 **Policy No. 7.6.1 – Heritage Management - Development Guidelines for Heritage and Adjacent Properties;**
 - 1.2 **Policy No. 7.6.2 – Heritage Management – Assessment;**
 - 1.3 **Policy No. 7.6.4 – Heritage Management – Interpretive Signage; and**
 - 1.4 **Policy No. 7.6.5 – Heritage Management – Amendments to the Municipal Heritage Inventory (MHI); and**
2. **PREPARE and PUBLISH a notice of revocation for the following policies, for the purpose of advertising, pursuant to Schedule 2, Part 2, Clause 6 of of the *Planning and Development (Local Planning Schemes) Regulations 2015*:**
 - 2.1 **Policy No. 7.6.6 – Heritage Management – The Heritage List (Municipal Heritage Inventory);**
 - 2.2 **Policy No. 7.6.7 – Heritage Management – Municipal Heritage Inventory Incentives and Development Bonuses;**
 - 2.3 **Policy No. 7.6.8 – Heritage Management – Dealing with Enquiries Regarding the Heritage Status of Properties; and**
 - 2.4 **Policy No. 7.6.9 – Heritage Assistance Fund; and**
3. **NOTES that any submissions received during the community consultation period would be presented to Council for consideration.**

PURPOSE OF REPORT:

For Council to consider the following in relation to the City's suite of heritage Local Planning Policies (LPPs):

- Amendments to LPP Nos. 7.6.1, 7.6.2, 7.6.4 and 7.6.5 for the purposes of public advertising; and
- Revoking LPP Nos. 7.6.6 to 7.6.9.

BACKGROUND:

The City currently has nine LPPs which are related to heritage management. These include:

Local Planning Policy	Initially adopted	Most recent review
Policy No. 7.6.1 – Heritage Management – Development Guidelines for Heritage and Adjacent Properties	June 2006	October 2013
Policy No. 7.6.2 – Heritage Management – Assessment	January 2006	July 2012
Policy No. 7.6.3 – Trees of Significance	March 2001	June 2013
Policy No. 7.6.4 – Heritage Management – Interpretative Signage	December 2005	July 2012
Policy No. 7.6.5 – Heritage Management – Amendments to the Municipal Heritage Inventory	June 2006	June 2015
Policy No. 7.6.6 – Heritage Management – The Heritage List (Municipal Heritage Inventory)	November 2005	November 2005
Policy No. 7.6.7 – Heritage Management – Municipal Heritage Inventory Incentives and Development Bonuses	June 2006	June 2006
Policy No. 7.6.8 – Heritage Management – Dealing with Enquiries Regarding the Heritage Status of Properties	June 2006	June 2006
Policy No. 7.6.9 – Heritage Assistance Fund	April 2016	July 2016

Following the adoption or subsequent amendment of these LPPs, significant changes have occurred within State government legislation.

These changes include the introduction of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations) and the *Heritage Act 2018*. There have been changes to the City's Local Planning Framework with the gazettal of Local Planning Scheme No. 2 (LPS2) which occurred in May 2018.

DETAILS:

Administration commenced a review of the City's suite of heritage LPPs in 2022 and proposes to amend a number of the LPPs to align the LPPs with State legislation, current best practice, and modern heritage management principles.

This is informed by the latest guidelines from the Heritage Council of Western Australia (HCWA) and are designed to align with the principles of the Burra Charter, which provides guidance on the conservation and management of places of cultural heritage significance.

There are also a number of LPPs which are proposed to be revoked as they are either no longer applicable due to changes to the planning framework or are administrative in nature.

An overview of the outcome of this review is detailed in the following tables:

LPPs Proposed to be Amended		
Current LPP	Review Recommendation	Proposed Amended Draft LPP
Policy No. 7.6.1 – Heritage Management – Development Guidelines for Heritage and Adjacent Properties	Prepare amended policy to: <ul style="list-style-type: none"> • Rename to ‘Local Planning Policy: Development Guidelines for Heritage Places’. • Include additional sections to align with the Regulations and the Burra Charter. • Refine the performance-based assessment of development applications consistent with the structure of the R-Codes Volume 2. This ensures that proposals are: <ul style="list-style-type: none"> ○ considered on an individual basis; and ○ assessed against guiding principles that align with the Burra Charter and best practice principles for heritage management. 	Local Planning Policy: Development Guidelines for Heritage Places (Attachment 1)
Policy No. 7.6.2 – Heritage Management - Assessment	Prepare amended policy to: <ul style="list-style-type: none"> • Rename to ‘Local Planning Policy: Assessing Cultural Heritage Significance’. • Address the <i>Heritage Act 2018</i> requirement to maintain a Local Heritage Survey. • Address the Regulations requirement to establish a Heritage List and process for the designation of Heritage Areas. • Provide a framework for assessing a place for the purpose of determining its cultural heritage significance. • Reference to the themes from the Thematic History of Western Australia. • Provide for new management categories ensuring the City’s heritage places are categorised in accordance with the HCWA Guidelines for the Assessment of Local Heritage Places. The new categories would be ranked from 1 – 4 instead of A – B. 	Local Planning Policy: Assessing Cultural Heritage Significance (Attachment 2)
Policy No. 7.6.3 – Trees of Significance	This is not proposed to be reviewed at this stage while the City awaits advice from WALGA and the Department of Planning, Lands and Heritage (DPLH) regarding tree retention and how this can be better addressed through the local planning framework.	To be reviewed at a later date.
Policy No. 7.6.4 – Heritage Management – Interpretive Signage	Prepare amended policy to: <ul style="list-style-type: none"> • Rename ‘Local Planning Policy: Interpretation of Heritage Places’. • Modify Part One of the current policy in accordance with the Regulations to reflect that development approval is not required for the demolition of places which are not heritage listed. • Remove reference to Places of Interest and replace with places within the Local Heritage Survey (LHS). • Simplify and align the policy with the City’s standard policy format. 	Local Planning Policy: Interpretation of Heritage Places (Attachment 3)
Policy No. 7.6.5 – Heritage Management – Amendments to the Municipal Heritage Inventory	Prepare amended policy to: <ul style="list-style-type: none"> • Rename to ‘Local Planning Policy: Amending the Local Heritage Survey, Heritage List and Designating Heritage Areas’. • Provide a framework and process for establishing Heritage Areas and adding, deleting, or amending places on the LHS and Heritage List. • Provide a clear framework to differentiate between the LHS and the Heritage List. • Align with the latest guidelines established by the HCWA. • Provide a mechanism for places to be identified and recorded in instances where the owner objects to its inclusion on the LHS. 	Local Planning Policy: Amending the Local Heritage Survey, Heritage List and Designating Heritage Areas (Attachment 4)

LPPs Proposed to be Revoked	
Current LPP	Review Recommendation
Policy No. 7.6.6 – Heritage Management – The Heritage List (Municipal Heritage Inventory)	Revoke policy in response to: <ul style="list-style-type: none"> • The requirement to consider heritage and planning legislation when assessing heritage listed places already being adequately embedded in State legislation and the City's planning framework, superseding the provisions of LPP 7.6.6. • The relevant provisions relating to the determination of planning applications having been reviewed, updated, and included in draft Local Planning Policy: Development Guidelines for Heritage Places (Attachment 1).
Policy No. 7.6.7 – Heritage Management – Municipal Heritage Inventory Incentives and Development Bonuses	Revoke policy in response to: <ul style="list-style-type: none"> • The City's former Town Planning Scheme No. 1 included provisions for the City to consider variations to development requirements where this would enable the conservation of heritage places. These provisions were not included in LPS2 and are included as Clause 12 of the Deemed Provisions. • Appendix No.20 Refunding and Waiving of Planning and Building Fees provides a structure for the refund or waiving of planning fees charged in accordance with the Regulations. • The Heritage Assistance Fund provides assistance to owners of heritage places.
Policy No. 7.6.8 – Heritage Management – Dealing with Enquiries Regarding the Heritage Status of Properties	Revoke policy in response to: <ul style="list-style-type: none"> • The administrative process for addressing enquiries relating to heritage matters is not a matter to be included in a local planning policy. • The relevant policy information has already been referenced in the information sheet 'Development on Heritage Properties' which addresses heritage enquiry information and is available on the City's website.
Policy No. 7.6.9 – Heritage Assistance Fund	Revoke policy in response to: <ul style="list-style-type: none"> • The administrative process for the provision of heritage funding is not required to be included in a local planning policy and can be suitably addressed through the preparation of a new information sheet that would be available on the City's website. • An information sheet would allow for the grant amount to be modified based on budget allocation in the financial year without the need for a policy to be amended which would require the approval of Council.

The proposed changes align with current planning and legislative framework and provides clarity for our community. A schedule of modifications is found in **Attachment 5**.

CONSULTATION/ADVERTISING:

Community consultation on the amended policies and those to be revoked, will be undertaken for a period of 21 days in the following ways in accordance with the Regulations and the City's Community and Stakeholder Engagement Policy:

- Notice published on the City's website;
- Notice posted to the City's social media;
- Notice published in the local newspapers;
- Notice at the City's Administration and Library and Local History Centre; and
- Letters distributed to owners and occupiers of heritage places who may be affected.

Any submissions received would be presented back to Council for its consideration.

LEGAL/POLICY:

- *Planning and Development Act 2005.*
- *Heritage Act 2018.*
- *Planning and Development (Local Planning Schemes) Regulations 2015.*
- *Heritage Regulations 2019.*
- *The Burra Charter: The Australia ICOMOS Charter for Places of Cultural Significance, 2013.*
- *City of Vincent Local Planning Scheme No. 2.*
- *State Planning Policy 3.5 – Historic Heritage Conservation.*
- *State Planning Policy 7.3 – Residential Design Codes.*
- *HCWA Guidelines for the Assessment of Local Heritage Places.*
- *HCWA Guidelines for Local Heritage Surveys.*
- *HCWA Guidelines for Establishing a Heritage List.*
- *HCWA Guidelines for Heritage Areas.*
- *HCWA Guidelines for Preparing a Local Planning Policy for Local Heritage.*

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to approve the advertising of amended local planning policies.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's *Strategic Community Plan 2022-2032*:

Sensitive Design

Our built form character and heritage is protected and enhanced.

Our built form is attractive and diverse, in line with our growing and changing community.

Our planning framework supports quality design, sustainable urban built form and is responsive to our community and local context.

SUSTAINABILITY IMPLICATIONS:

This is in keeping with the sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024*, as the LPPs aim to achieve sustainable development outcomes by encouraging the conservation and restoration of older building stock through flexible, performance-based guidelines.

FINANCIAL/BUDGET IMPLICATIONS:

The cost of advertising and implementing the LPPs will be met through the City's existing operational budget.

COMMENTS:

Administration recommends amending or revoking the existing LPPs to align them with the State Planning Framework, latest HCWA guidelines and LPS2.

The City's information sheets relating to heritage management would subsequently be updated following adoption of the amending and revoking of the subject LPPs.

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Legislation / local law requirements	<i>Heritage Act 2018</i> <i>Planning and Development Act 2005</i> <i>Heritage Regulations 2019</i> This policy has been prepared under the provisions of Schedule 2, Part 2 and 3 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> .
Relevant delegations	16.1.1 Determination of various applications for development approval under the City's Local Planning Scheme
Related policies, procedures and supporting documentation	City of Vincent Local Planning Scheme No.2 Local Planning Policy 7.1.1 Built Form Local Planning Policy: Assessing Cultural Heritage Significance Local Planning Policy: Amending the Local Heritage Survey, Heritage List and Designating Heritage Areas

PART 1 - PRELIMINARY

INTRODUCTION

The City of Vincent (City) Strategic Community Plan 2022 – 2032 (SCP) sets the strategic direction, priorities and aspirations for the City. A key outcome of the SCP is to ensure our *"built form character and heritage is protected and enhanced"*.

State Planning Policy 3.5 Historic Heritage Conservation, the Heritage Council of Western Australia (HCWA) Guide to Developing Heritage Places and the Australia ICOMOS Burra Charter, 2013 (Burra Charter), provide guidance on heritage conservation but do not consider specific provisions for heritage places and areas within the City. Without adequate guidance, development of a place may have adverse implications on its cultural heritage significance.

PURPOSE

The purpose of this Local Planning Policy: Development Guidelines for Heritage Places (Policy) is to provide:

- a comprehensive framework for the development of heritage places; and
- guidance to the development of places adjacent to heritage places.

The Policy seeks to address matters the City will take into consideration when assessing a development application for a heritage place and sets out the preferred approach to the retention and conservation of the place.

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OBJECTIVES

The objectives of this Policy are to:

1. encourage the appropriate conservation and restoration of places listed on the City's Heritage List, the State Register of Heritage Places and within heritage areas, in recognition of the distinct contribution they make to the character and history of the City;
2. ensure that works, including conservation, alterations, additions and new development respect the cultural heritage significance associated with heritage places and areas;
3. promote and encourage architecture and urban design that serves to support and enhance the ongoing cultural heritage significance of heritage places and areas; and
4. protect and enhance the City's built heritage by guiding the sustainable and innovative integration of new development with heritage places and areas.

OPERATION

The Policy is performance-based. To assess and determine the appropriateness of proposed development, a performance-based approach is applied through a set of assessment criteria. This reflects that every place is different and ensures development is tailored to the specific needs and characteristics of each place or area.

Development and conservation measures are based on principles outlined in the Burra Charter.

Refer to **Appendix 1** for the management categories for heritage places.

SCOPE

The Policy applies to the development of a place:

- entered in the City's Heritage List or a heritage area prepared in accordance with the City's Local Planning Scheme No.2 (Scheme);
- that is adjacent to a heritage listed place or heritage area;
- entered in the State Register of Heritage Places; and
- subject to a protection order or heritage agreement under the *Heritage Act 2018* (Act).

RELATIONSHIP TO OTHER DOCUMENTS

This Policy forms part of the City's local planning policy framework. Where this Policy is inconsistent with the City's operative Local Planning Scheme (Scheme), the Scheme prevails. Where this Policy is inconsistent with an adopted local development plan, activity centre plan or structure plan, the adopted local development plan, activity centre plan or structure plan prevails.

This Policy is to be read together with any heritage area specific planning guidelines. Where this Policy is inconsistent with the provisions of another local planning policy, the provisions of this Policy prevail.

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PART 2 - POLICY PROVISIONS

DEFINITIONS

All terms used in this Policy are defined in the *Planning and Development Act 2005*, *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations), State Planning Policy 7.3 Residential Design Codes (R Codes) and the Scheme, unless stated otherwise below.

archival record means a document containing drawings, photographs and written information prepared in order to record the state of a place at a given time, usually prior to the place being demolished or substantially altered, and in accordance with the Heritage Council of Western Australia (HCWA) Guide to Preparing an Archival Record.

Burra Charter means the document providing guidance for the conservation and management of places of cultural heritage significance and sets standards of practice for those who provide advice, make decisions about, or undertake works to places of cultural heritage significance, including owners, managers and custodians. The charter is adopted by the Australian International Council on Monuments and Sites (ICOMOS).

conservation plan means a document that details how to identify and look after a place so as to retain its cultural heritage significance, including recording and monitoring actions and decisions relating to all aspects of managing a place.

contributory place means places and structures that make a positive contribution to the cultural heritage significance of the City of Vincent.

heritage area means a group of properties which are recognised to collectively form a streetscape, townscape or cultural environment with significant heritage characteristics, which may include architectural style, town planning or urban design excellence, landscape qualities, or strong historic associations.

heritage assessment is a systematic assessment that describes a place and its setting and states the cultural heritage significance of the place based on the criteria outlined in the Burra Charter, and in accordance with the HCWA Guidelines for the Assessment of Local Heritage Places 2022, Guidelines for Local Heritage Surveys 2022, Guidelines for Establishing a Heritage List 2021 and Guidelines for Heritage Areas 2023.

heritage impact statement means a document that evaluates the likely impact of proposed development on the significance of a heritage place and its setting and any conservation areas within which it is situated. The Heritage Impact Statement should outline measures proposed to minimise any identified impact and any conservation benefits associated with the proposal. It should be prepared in accordance with the Heritage Council's Guide 'Heritage Impact Statement – a Guide'.

Heritage List means a list of places within the City of Vincent, considered by the City to be of identified cultural heritage significance and worthy of conservation pursuant to the Regulations.

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Heritage Place is a protected place established under cl.1A of the Regulations. For ease of reference this definition is:

1. A heritage place is a place:
 - a. that is entered in the State Register of Heritage Places under the Heritage Act 2018 section 42; or
 - b. that is under consideration for entry into the State Register of Heritage Places as described in subclause (2); or
 - c. that is the subject of an order under the Heritage Act 2018 Part 4; or
 - d. that is the subject of a heritage agreement that has been certified under the Heritage Act 2018 section 90; or
 - e. that is included on a heritage list as defined in clause 7; or
 - f. that is within a heritage area as defined in clause 7.
2. For the purposes of subclause (1)(b), a place is under consideration for entry into the State Register of Heritage Places if:
 - a. the Heritage Council has made a preliminary
 - b. determination under the Heritage Act 2018 section 39(2) that the place warrants review under section 40(1), but the review has not commenced; or
 - c. the Heritage Council has commenced but has not completed a review of the place under the Heritage Act 2018 section 40(1); or
 - d. the Heritage Council has made a recommendation under the Heritage Act 2018 section 40(2) that the place be entered in the State Register of Heritage Places, but the Minister for Heritage has not yet given a direction under section 41(1) of that Act in relation to that recommendation

interpretation plan or **signage** means a comprehensive long-term strategy, a management tool, for ensuring that the heritage significance of places, objects or traditions can be communicated. It is a communicative tool used for the identification and understanding of places of cultural heritage.

Local Heritage Survey means a list of places with the City of Vincent, assessed by the City as having identified cultural heritage significance pursuant to the Act.

Sympathetic or **complementary** means a design outcome that respects its context. It would not be identical to historic neighbours, nor would it intrude on their presence in the streetscape. It would be of a similar or lesser scale.

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POLICY

1. Exemptions from Development Approval

The following development does not require development approval:

EXEMPTIONS	STATE LIST	HERITAGE LIST				HERITAGE AREA
		Category 1	Category 2	Category 3	Category 4	
Routine maintenance that does not change the appearance or materiality of the heritage place.	✓	✓	✓	✓	✓	✓
Repairs, including replacing missing or deteriorated fabric with like for like fabric, that does not involve the removal of, or damage to the significant fabric of the building.	✓	✓	✓	✓	✓	✓
Repainting of the surface of a building: <ul style="list-style-type: none"> in the same colour scheme and paint type if they are appropriate to the substrate and do not endanger the survival of earlier paint layers; and without disturbing or removing an earlier paint layer unless it is chalking, flaking or peeling. 	✓	✓	✓	✓	✓	✓
Essential or emergency maintenance of public utility infrastructure.	✓	✓	✓	✓	✓	✓
Internal building work where the interior of the building has not been specified as having heritage significance in any relevant register, order, agreement or list.	✓	✓	✓	✓	✓	✓
Solar panels, air-conditioning units or technologies that: <ol style="list-style-type: none"> are not visible from the street; complies with the relevant criteria of the R Codes and Built Form Policy; and if solar panels are located on the main frontal roof plane are fitted flush to the roof, <ul style="list-style-type: none"> are not raised on a frame; projected beyond the edge of the roof; or resulting in the removal of fabric that contributes to the heritage significance of the place. 				✓	✓	✓

✓ Development that is exempt from requiring development approval pursuant to Schedule 2, Clause 61 of the Regulations and Part 5, Clause 41 of the *Heritage Regulations 2019*.

Applicants are encouraged to discuss a proposal with the City's Development & Design team if they believe that they are exempt from requiring development approval.

Where development is exempt from the requirement for development approval under this Policy, a building permit may still be required. It is advised to contact the City's Building Services for advice regarding the need for a building permit prior to any works being undertaken.

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2. Development Approval Requirements

For all development not exempt under Clause 1 of this Policy, a development application is required.

2.1 In addition to material required in accordance with Schedule 2, Part 8 of the Regulations, the following is required to accompany development applications for proposals affecting heritage places or heritage areas:

- photographs showing the existing front elevation and areas affected by the proposed development; and
- a schedule of existing and proposed external colours and finishes where there are changes proposed.

2.2 In some instances the City may require applicants to provide one or more of the following:

- Conservation Plan - where a proposal affects a place entered in the State Register of Heritage Places, or affects a large or complex Category 1 listed place.
- Heritage Assessment - where the City requires additional information to assist in the determination of a development application, for example to support the proposed removal of non-heritage fabric or reinstate heritage features or details.
- Heritage Impact Statement - where development of a State Registered, Category 1 or Category 2 place is proposed or where, in the opinion of the City, development of a Heritage Area, Category 3 or Category 4 place is proposed and will have an impact on significant heritage fabric.
- Structural Condition Assessment - if structural failure is cited as a justification for demolition, a registered Structural Engineer with demonstrated heritage experience must confirm that the integrity of the building has failed to the point where it cannot be rectified without removal of a majority of its significant heritage fabric and/or rectification costs would be prohibitive.
- Interpretation Plan - where substantial demolition is proposed or where a proposal will have a substantial impact on the significant heritage fabric of a heritage place.

3. Assessment Measures

3.1 The Burra Charter provides guiding principles for conserving heritage places, which can be applied to buildings, sites, areas and structures. The guiding principles contained in the Policy Guidelines are derived from the Burra Character and underpin the development of a heritage place.

3.2 In assessing applications for development, the City will have regard to the Policy:

- Objectives;
- Guiding Principles;
- Element Objectives; and
- Acceptable Outcomes.

3.4 In assessing applications, the City will also give regard to assessment considerations in Clause 5.

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4. Assessment Considerations

4.1 In considering a development application in relation to a place entered on the City's Heritage List, State Register of Heritage Places or within a heritage area, the City will be guided by the provisions of this Policy and will have due regard to the following:

- The Burra Charter.
- State Planning Policy 3.5 Historic Heritage Conservation.
- The heritage significance of the place as outlined in the Statement of Significance.
- Any Conservation Plan, Heritage Assessment or Heritage Impact Statements pertaining to the place or area.
- A structural condition report of the place if applicable.
- Any advice from the City's Design Review Panel.
- Advice from the State Heritage Office and/or the National Trust.
- Any other matters considered appropriate, for example the extent to which the community would benefit.
- Any impact the proposed development will have on the heritage significance of the place and/or area.

5. Heritage Significance

5.1 Understanding why a place or area is significant will help inform design responses and identify aspects of the place that need to be sensitively managed. Each assessment of a heritage place is undertaken in accordance with Local Planning Policy: Assessing Cultural Heritage Significance and includes a Statement of Significance outlining the heritage values and features of the place or area which will assist in determining the level of development appropriate.

6. State Heritage Referral

- 6.1 All development applications for places entered, or adjacent to a place, on the State Register of Heritage Places will be referred to the HCWA for comment. It is recommended that the applicant engage with the HCWA early in the design process.
- 6.2 Development of places on the City's Heritage List that is deemed substantial or complex by the City, may be referred to the HCWA for advice or technical expertise.

7. Archival Record and Interpretation Plan

7.1 The City may require, as a condition of approval, the preparation and submission of an Archival Record prior to any works commencing where approval is granted for:

- demolition or partial demolition of a place or structure; and/or
- works that will result in the removal or major alteration to significant fabric.

7.2 Where extensive demolition or development is considered appropriate, as a condition of approval, the City at its discretion may require an Interpretation Plan, including conserving any objects or fabric associated with the building that may inform the historic significance of the place.

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PART 3 - DEVELOPMENT ASSESSMENT GUIDELINES

This is a performance based Policy. Applications for development approval must demonstrate that the design achieves the Objectives of this Policy and meets the Guiding Principles list below. While addressing the Acceptable Outcomes is likely to achieve the Objectives, they are not a deemed-to-comply pathway and the proposal will be assessed in context of the entire design solution to ensure the Objectives are achieved. Proposals may also satisfy the Objectives via alternative means or solutions.

GUIDING PRINCIPLES

The following principles should guide decisions around the management, conservation and development of heritage places:

1. Conservation requires a cautious approach of changing as much as necessary, but as little as possible.
2. Significant fabric is restored with 'like for like' materials and original detail wherever possible.
3. Development that alters the cultural significance of a place is reversible, and should be reversed where possible.
4. Maintenance is an integral part of conserving the heritage significance of a place and should be undertaken in an informed and sensitive manner.
5. Additions are compatible with, and respectful of the heritage place without replicating the original heritage details of the place.
6. New development is readily identifiable as new.
7. Additions maintain existing view lines to the principle façade of the heritage place when viewed from the street.
8. Additions do not obscure original fabric that contributes to the heritage significance of the place.
9. Development does not result in the addition of decorative details that are not in keeping with the architectural style and/or era of the heritage place.
10. The structural integrity of the place is maintained during and after redevelopment.

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1. Demolition

Intent: The loss of a Contributory Place negatively impacts on the cultural significance and character of the heritage area. Demolition of a contributory building is rarely appropriate, and demolition of a contributory buildings located within a State registered heritage place will have a negative impact.

It is acknowledged that there will be some circumstances where demolition cannot be avoided. In these circumstances, the obligation rests with the applicant to provide a sound justification for demolition to a contributory place.

ELEMENT OBJECTIVE		ACCEPTABLE OUTCOMES	
1.1 Demolition			
O1.1	The significant heritage fabric of the place is retained.	A1.1	Development retains the heritage place in its entirety.
O1.2	The relationship of the place within its original setting is retained i.e.. the place is not relocated from its original location.	A1.2	In the case of partial demolition, the parts to be demolished do not contribute to the cultural heritage significance of the place as identified in the Statement of Significance and/or Heritage Assessment of the place.
		A1.3	The three dimensional built form of the place beyond its exterior facade is retained so as to avoid facadism.

2. Conservation and Alterations of Heritage Places

Intent: Conservation works are essential for protecting a Contributory Place and ensuring its long-term survival and contribution to the significance of the heritage place. Conservation works can include repair, maintenance, restoration and reconstruction. The appropriate conservation approach for individual buildings should be based on an understanding of the significance of that place and in consultation with a qualified heritage professional.

ELEMENT OBJECTIVE		ACCEPTABLE OUTCOMES	
2.1 Internal alterations			
O2.1.1	Internal alterations maintain the significant heritage fabric of the place.	A2.1.1	Internal alterations are guided by the Statement of Significance or physical description detailed in the Heritage Assessment or Conservation Plan.

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ELEMENT OBJECTIVE		ACCEPTABLE OUTCOMES	
2.2 Surfaces, materials and colours			
O2.2.1	Alterations result in development that respects the original materials, style and colour of the heritage place.	A2.2.1	Earlier paint schemes and façade details are reinstated as determined by documentary or physical evidence.
		A2.2.2	Alterations do not result in the rendering or painting of original unpainted or non rendered brick, masonry, or other surfaces.
		A2.2.3	Alterations do not result in the removal of paint or render from brick, masonry or limestone without approval. Where paint or render removal is unavoidable, removal should be undertaken with caution as abrasive methods can cause damage to the buildings substrate.
2.3 Verandahs and awnings			
O2.3.1	Conservation of, or alteration to primary facing verandahs and awnings respect the original materials, styles and colour of the heritage place.	A2.3.1	Original primary facing awnings and verandahs are retained.
		A2.3.2	Original verandahs or awnings are reinstated based on documentary or physical evidence of the original form, detailing and materials.
		A2.3.3	Verandahs remain open and maintain clear sight lines to the original front door, main entrance and significant features of the heritage place when viewed from the street.

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ELEMENT OBJECTIVE		ACCEPTABLE OUTCOMES	
2.4 Windows and door openings			
O2.4.1	Conservation of, or alteration to primary facing windows and doors respect the original materials, styles and proportions of the windows and openings of the heritage place.	A2.4.1	Original window and door detailing including frames, architraves, sash, glass, glazing bars and hardware is retained.
		A2.4.2	The location and proportions of original window and door openings are retained when viewed from the primary street.
		A2.4.3	Where windows and openings have deteriorated beyond repair, replacement matches the original in size, style, materials and detailing when viewed from the street.
2.5 Roof, gutters and downpipes			
O2.5.1	Conservation of, or alterations to street facing roofs, gutters and downpipes respect the original materials, styles and colour of the heritage place when viewed from the street.	A2.5.1	Materials are like for like where original roof fabric is being replaced, for example: <ul style="list-style-type: none"> a. an original roof clad with corrugated iron, shall be replaced with zincalume or Colourbond in a matching profile and consistent colour; and b. the replacement of an original tile roof with zincalume or Colourbond is not supported.
		A2.5.2	Original roof details such as finials, chimneys, parapets or dormer windows are retained, or where reconstructed are based on documentary or physical evidence.
		A2.5.3	Gutter and downpipe replacements are reinstated with the original profiles and shapes.
2.6 Front fences			
O2.6.1	Conservation of, or alteration to street facing fences respect the materials, styles and colour of the original fence.	A2.6.1	Original front fences and gates are retained and conserved where possible. Removal of non original fencing is supported.
		A2.6.2	Where retention of the original fence or gate is not possible due to it being in poor condition, it should be reconstructed in a like for like manner.

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GUIDELINES FOR HERITAGE PLACES



3. Additions to Heritage Places

Intent: Most existing buildings can accept some level of alteration or new additions without having a negative impact on the cultural significance and character of heritage places. Acceptable new alterations and additions to the building envelope do not visually intrude on Contributory Places or the overall streetscape and are consistent with the character of the area in which they are located taking into account style, scale, materiality, form, function and siting.

ELEMENT OBJECTIVE		ACCEPTABLE OUTCOMES	
3.1 Bulk and scale			
O3.1.1	Additions are designed to respect the scale and proportion of the existing heritage building, which shall remain the dominant structure on the site when viewed from the street.	A3.1.1	Additions should be of a contemporary design that do not mimic the heritage fabric of the contributory building
		A3.1.2	Upper storey additions are sited and massed behind the main ridge-line so as not to be visible from the primary street.
		A3.1.3	Upper storey additions maintain roof details such as finials, chimneys and original decorative features when viewed from the primary street.
		A3.1.4	On corner sites, the upper storey addition is sited and massed so that it is visually recessive from both frontages to ensure the scale of the original heritage place is the dominant element. The visibility of upper storey additions will be assessed from both streets.
		A3.1.5	Loft additions must be contained wholly within the roof space and shall not result in a visible change to the appearance of the building when viewed from the street.

LOCAL PLANNING POLICY: DEVELOPMENT GUIDELINES FOR HERITAGE PLACES



ELEMENT OBJECTIVE		ACCEPTABLE OUTCOMES	
3.2 Surfaces, materials and colours			
O3.2.1	Additions are complementary to, and respect the original materials, finishes, textures, and colours of the heritage place.	A3.2.1	New development incorporates materials, colours and finishes that are compatible with the existing heritage place. Where there is evidence of original colours through existing fabric (paint scrapes or similar) these should be incorporated in the colour scheme of new additions.
		A3.2.2	Full authentic replication of original colour schemes is not intended or required; however, a new colour scheme should be respectful to the heritage significance of the place.
3.3 Verandahs and awnings			
O3.3.1	New verandahs and awnings respect the original materials, styles and colour of the heritage place when viewed from the street.	A3.3.1	Verandah and awnings are not attached to the primary façade of a building where they did not traditionally exist.
		A3.3.2	Where replacement awnings or verandahs are proposed, they are appropriate to the architectural style of the heritage place when viewed from the street.
		A3.3.3	The construction of new verandahs and awnings do not result in the removal of significant heritage fabric, and can be removed without loss of significant heritage fabric.
		A3.3.4	Verandahs remain open and maintain clear sight lines to the original front door, main entrance and significant features of the heritage place when viewed from the street.

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ELEMENT OBJECTIVE		ACCEPTABLE OUTCOMES	
3.4 Garages and carports			
O3.4.1	Car parking additions do not visually dominate the heritage place when viewed from the street.	A3.4.1	Carports, garages or hard-stand car parking bays are to be located at the rear of the property where right of way access or secondary street is available.
O3.4.2	Car parking structures preserve the structural integrity of the heritage place.	A3.4.2	Carports may be considered in the front setback area: <ul style="list-style-type: none"> a. where no alternative location exists; and b. where they are not prohibited in any specific development guidelines relating to an area.
		A3.4.3	Carports and garages maintain clear sight lines to original front door, main entrance and significant features of the heritage place when viewed from the street.
		A3.4.4	Garages and carports are constructed in a style that is compatible with the original building. Simple contemporary designed carports may be considered where they minimise visual impact and maximise view lines to the heritage place.
		A3.4.5	The addition of a carport or garage shall not require removal of significant heritage fabric to achieve minimum size requirements.
3.5 Windows and door openings			
O3.5.1	Primary street facing windows and openings maintain the style and proportions of the original windows and openings of the heritage place.	A3.5.1	New windows and openings are located within walls of secondary significance (side and rear walls).
		A3.5.2	Where new openings visible from the primary street are unavoidable, they are proportionally related to those of the heritage place, unless concealed from view from the street.

LOCAL PLANNING POLICY: DEVELOPMENT

GUIDELINES FOR HERITAGE PLACES



ELEMENT OBJECTIVE		ACCEPTABLE OUTCOMES	
3.6 Roofs			
O3.6.1	Upper storey additions are designed to minimise the impact on the original roof-line.	A3.6.1	The original roof form, as seen from the primary street, is maintained. This means that ridges, hips and gables at the front of the place should not be altered to accommodate an extension.
O3.6.2	Roof additions visible from the primary street are compatible with the roof form of the heritage place.	A3.6.2	The roof of new additions match the existing roof form and pitch where development is visible from the street (with the exception of carports in the front setback area).
		A3.6.3	Contemporary roof forms are considered appropriate where development is not visible from the street.
3.7 Front fences			
O3.7.1	The design of a new fence, or the replacement of a non-original fence: <ul style="list-style-type: none"> a. complement the style and materiality of the heritage place, b. maintain adequate height and transparency to ensure that the heritage place is visible from the street. 	A3.7.1	New front fences are constructed of traditional fence materials (including wooden pickets, wire, iron, brick or stone) consistent with the heritage place and/ or photographic or physical evidence of similar fence styles of the era. Surviving original fences within the nearby area are to be used as a suitable precedent.
		A3.7.2	Contemporary fences may be considered where they are consistent with the scale, style and materials of fences predominately associated to the era of the heritage place.
3.8 Signs			
O3.8.1	The addition of signs does not detract from the heritage significance of a place or area.	A3.8.2	Signs are to comply with the provision of Local Planning Policy: Signs and Advertising.

LOCAL PLANNING POLICY: DEVELOPMENT GUIDELINES FOR HERITAGE PLACES



4. Development Adjoining a Heritage Places

The following apply to development adjacent to heritage places:

ELEMENT OBJECTIVE		ACCEPTABLE OUTCOMES	
4.1 Development adjacent to heritage places			
O4.1.1	Development maintains and enhances existing views and vistas to the principal façade(s) of the adjacent heritage listed place.	A4.1.1	New development is to have a plate height consistent with the original street pattern.
O4.1.2	Development maintains and enhances the visual prominence and significance of the adjacent heritage listed place.	A4.1.2	New development is of a scale and mass that respects the adjacent heritage listed place.
O4.1.3	Development is of a scale and mass that respects the adjacent heritage listed place.	A4.1.3	New development does not imitate, replicate or mimic historic architectural styles of the adjacent heritage place.
		A4.1.4	New development is clearly distinguishable from the adjacent heritage listed place.
		A4.1.5	Front and side setbacks of new development reflect those of the adjacent heritage listed place.
		A4.1.6	The height of the new development is to be compatible to the adjacent heritage listed building.

OFFICE USE ONLY	
Responsible Officer	Executive Manager Urban Design and Strategic Projects
Initial Council Adoption	17/01/2006
Previous Title	Local Planning Policy 7.6.1: Heritage Management - Development Guidelines for Heritage and Adjacent Properties
Reviewed / Amended	22/07/2008; 10/07/2012; 13/02/2024
Next Review Date	

LOCAL PLANNING POLICY: DEVELOPMENT GUIDELINES FOR HERITAGE PLACES



APPENDIX 1: HERITAGE MANAGEMENT CATEGORIES

The following table details the levels of significance and classification categories for heritage properties

LEVEL OF SIGNIFICANCE TO THE LOCAL AREA	PREVIOUS CLASSIFICATION	NEW CLASSIFICATION	DESCRIPTION
Exceptional	Category A - Conservation Essential	Category 1	Essential to the heritage of the locality. Rare or outstanding example
Considerable	Category A - Conservation Essential	Category 2	Very important to the heritage of the locality
Some/moderate	Category B - Conservation Recommended	Category 3	Contributes to the heritage of the locality
Little	No Category	Category 4	Has elements or values worth noting for community interest but otherwise makes little contribution

LOCAL PLANNING POLICY: ASSESSING CULTURAL HERITAGE SIGNIFICANCE



Legislation / local law requirements	<i>Heritage Act 2018</i> <i>Planning and Development Act 2005</i> This policy has been prepared under the provisions of Schedule 2, Part 2 and 3 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>
Relevant delegations	16.1.1 Determination of various applications for development approval under the City's Local Planning Scheme
Related policies, procedures and supporting documentation	Local Planning Policy: Development Guidelines for Heritage Places Local Planning Policy: Amending the Local Heritage Survey, Heritage List and Designating Heritage Areas

PART 1 - PRELIMINARY

INTRODUCTION

Under section 103(1) of the *Heritage Act 2018* (Act), the City of Vincent (City) is required to prepare a Local Heritage Survey (LHS) comprising places within its area that in the opinion of the City, are or may become of cultural heritage significance. In preparing and amending its LHS, the City must have regard to the Heritage Council of Western Australia (HCWA) Guidelines for the Assessment of Local Heritage Places published under section 105 of the Act.

Schedule 2 Part 3 of *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations) requires the City to establish and maintain a Heritage List and to designate Heritage Areas.

This Policy provides the framework for assessing a place for the purpose of determining its cultural heritage significance and ultimately its inclusion onto the City's LHS, Heritage List or as a heritage area.

To ensure decision-making and the process for assessing cultural heritage significance is accountable, comparable and consistent, this Policy includes criteria for assessing cultural heritage significance based on the principles outlined in the Australia ICOMOS Burra Charter, 2013 (Burra Charter).

PURPOSE

The purpose of Local Planning Policy: Assessing Cultural Heritage Significance (Policy) is to provide clear direction on the assessment and management of places having cultural heritage significance within the City.

LOCAL PLANNING POLICY: ASSESSING CULTURAL HERITAGE SIGNIFICANCE



OBJECTIVES

The objectives of this Policy are to:

1. identify, conserve and protect places of cultural heritage significance;
2. provide clear procedural guidelines for heritage assessments;
3. provide improved certainty to landowners and community members about the formal practice involved in heritage identification and protection; and
4. provide a framework for the classification and management of places with cultural heritage significance.

OPERATION

To assess and determine the cultural heritage significance of a place, a set of assessment is applied. The assessment criteria is based on the principles outlined in the Burra Charter and used to determine the level of significance and Management Category assigned to a place or area, or to determine the designation of a Heritage Area.

SCOPE

This Policy applies to individual places included or being considered for inclusion on the City's LHS and Heritage List and to areas designated or being considered for designation as a heritage area.

PART 2 - POLICY PROVISIONS

DEFINITIONS

All terms used in this Policy are defined in the *Planning and Development Act 2005*, the Regulations, State Planning Policy 7.3 Residential Design Codes and the City's Local Planning Scheme No. 2 (Scheme), unless stated otherwise below.

Burra Charter means the document providing guidance for the conservation and management of places of cultural heritage significance and sets standards of practice for those who provide advice, make decisions about, or undertake works to places of cultural heritage significance, including owners, managers and custodians. The charter is adopted by the Australian International Council on Monuments and Sites (ICOMOS).

contributory place means places and structures that make a positive contribution to the cultural heritage significance of the City of Vincent.

heritage area means a group of properties which are recognised to collectively form a streetscape, townscape or cultural environment with significant heritage characteristics, which may include architectural style, town planning or urban design excellence, landscape qualities, or strong historic associations.

LOCAL PLANNING POLICY: ASSESSING CULTURAL HERITAGE SIGNIFICANCE



heritage assessment is a systematic assessment that describes a place and its setting and states the cultural heritage significance of the place based on the criteria outlined in the Burra Charter, and in accordance with the HCWA Guidelines for the Assessment of Local Heritage Places 2022, Guidelines for Local Heritage Surveys 2022, Guidelines for Establishing a Heritage List 2021 and Guidelines for Heritage Areas 2023.

Heritage List means a list of places within the City of Vincent, considered by the City to be of identified cultural heritage significance and worthy of conservation pursuant to the Regulations.

Local Heritage Survey means a list of places with the City of Vincent, assessed by the City as having identified cultural heritage significance pursuant to the Act.

POLICY

1. Assessing Significance

1.1 Assessment Criteria

In assessing the cultural heritage significance of an individual place or heritage area the criteria of aesthetic, historic, scientific or social value will be applied. A place or area will be considered to be of cultural heritage significance to the City if it meets one or more of these criteria.

Part 3 - Policy Guidelines provide detail on how each criteria is to be applied to the assessment of places and areas.

1.2 Determining the level of significance

The level of significance of a place will be determined with reference to issues of Rarity, Representativeness, Condition, Integrity and Authenticity.

1.3 Thematic History

A Place or Heritage Area will be assessed in the context of the history and/or development of Vincent as identified in the Western Australian Thematic History and key themes of:

- Environment
- Demography.
- Economy.
- Infrastructure.
- Social Services
- Governing.
- Cultural Life.

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1.4 Statement of Significance

A Statement of Significance is to be included within the heritage assessment. This is a statement made about the place as a whole with reference to the applicable assessment criteria.

One of the levels of significance listed in clause 1.5 is to be applied to the place identified within the assessment.

1.5 Categories of Significance

All places will be assigned a level of significance which determines the management category allocated to the place to as follows:

- Management Category 1 - Exceptional Significance.
- Management Category 2 - Considerable Significance.
- Management Category 3 - Some/moderate significance.
- Management Category 4 - Little Significance

Management associated with each level of significance are identified in **Part 3 - Policy Guidelines**.

2.6 Heritage Areas

A level of significance will not be assigned to a heritage area as a whole, but each place within the heritage area will be graded according to the level of contribution it makes to the significance of the area.

Each identified heritage area will be considered for designation under Schedule 2, Part 3, Clause 9 of the Regulations. Development control of properties within a heritage area will be outlined in dedicated Heritage Area Guidelines, endorsed by Council.

Local Planning Policy Amending the Local Heritage Survey, Local Heritage List and Designating Heritage Areas provides further guidance on the nomination of a heritage area. **Local Planning Policy Heritage Area Guidelines** includes the City's existing heritage area guidelines.

PART 3 - POLICY GUIDELINES

1. Why Assess Cultural Heritage Significance?

The heritage of the City is unique, vibrant, complex and rich in history, stories, people and places.

Assessing places helps us define our history and maintain a record of places that are important from a historic and heritage perspective. These are the tangible reminders of our past and provide a window into who we are as a community, and where we have come from. Its important that future generations have a record and understanding of our unique history and heritage.

Assessing places for heritage significance allows us to include them on our Local Heritage Survey. Places may also be included on our Heritage List which will provide statutory control over how a place can be developed in the future.

LOCAL PLANNING POLICY: ASSESSING CULTURAL HERITAGE SIGNIFICANCE



2. What Makes a Place Significant?

Places within the City that are considered to have heritage significance are those that may: :

- have historical significance;
- have been associated with an important individual or group of people;
- be architecturally or aesthetically significant;
- be a rare, fine or an intact example of its type;
- demonstrate an important creative achievement; and/or
- be highly valued by a community for social or spiritual reasons.

3. How are Places Assessed for Heritage Significance?

Places within the City are assessed for cultural heritage significance in accordance with the assessment criteria outlined in Clause 4 of this Policy, which are derived from the Burra Charter.

4. Assessment Criteria

The following values are to be applied in assessing the cultural significance of an contributory place or heritage area within the City. A place or area will be considered to be of cultural heritage significance if it meets one or more of these criteria:

4.1 Aesthetic Value

Criterion 1: It is significant in exhibiting particular aesthetic characteristics.

A place included under this criterion should have characteristics of scale, composition, materials, texture and colour that are considered to have value to the City. This may encompass:

- creative or design excellence;
- the contribution of a place to the quality of its setting;
- landmark quality; and/or
- a contribution to important vistas.

4.2 Historic Value

Criterion 2: It is significant in the evolution or pattern of the history of the local district.

A place or area included under this criterion should:

- be closely associated with events, developments or cultural phases that have played an important part in the City's history;
- have a special association with a person, group of people or organisation important in shaping the City (either as the product or workplace of a person or group, or the site of a particular event connected with them); and/or
- be an example of technical or creative achievement from a particular period.

LOCAL PLANNING POLICY: ASSESSING CULTURAL HERITAGE SIGNIFICANCE

4.3 Social Value

Criterion 3: It is significant through association with a community or cultural group in the local district for social, cultural, educational or spiritual reasons.

A place included under this criterion should:

- be a place that the community, or a significant part of the community has held in regard for an extended period of time; or
- be a public place, or places distinctive in the local landscape, which makes a contribution to the local 'sense of place' and local identity.

4.4 Scientific Value

Criterion 4A: It has demonstrable potential to yield information that will contribute to an understanding of the natural and cultural history of the local district.

A place included under this criterion should:

- be a standing structure or archaeological deposit;
- be an important benchmark or reference site; or
- should provide or demonstrate a likelihood of providing evidence about past activity; or
- the information should be inherent in the fabric of the place.



Former Salvation Army Citadel, 69 Barlee Street, Mount Lawley - Aesthetic and Historic Significance

LOCAL PLANNING POLICY: ASSESSING CULTURAL HERITAGE SIGNIFICANCE

Criterion 4B: It is significant in demonstrating a high degree of technical innovation or achievement.

A place included under this criterion should:

- show qualities of innovation or represent a new achievement for its time;
- demonstrate breakthroughs in design or places that extend the limits of technology; and/or
- show a high standard of design skill and originality, or innovative use of materials, in response to particular climatic or landform conditions, or a specific functional requirement, or to meet the challenge of a particular site

5. Level of Significance

The level of significance of a place will be determined with reference to issues of Rarity, Representativeness, Condition, Integrity and Authenticity.

One of the levels of significance listed is to be applied to the place identified within the assessment.

5.1 Rarity

Criterion 5: It demonstrates rare, uncommon or endangered aspects of the cultural heritage of the local district.

A place or area under this criterion should:

- provide evidence of a defunct custom, way of life or process;
- demonstrate a custom, way of life or process that is in danger of being lost; or
- demonstrate a building function, design or technique of exceptional interest.



LOCAL PLANNING POLICY: ASSESSING CULTURAL HERITAGE SIGNIFICANCE

5.2 Representativeness

Criterion 6: It is significant in demonstrating the characteristics of a class of cultural places or environments in the local district.

A place or area under this criterion should:

- provide a good example of its type;
- be representative of a common building or construction type, a particular period or way of life, the work of a particular builder or architect, or an architectural style; or have a high level of authenticity.

5.3 Integrity, Authenticity and Condition

Authenticity and Integrity are aspects about the physical evidence of a place that can help understand its cultural significance. They are useful factors to take into consideration in relation to managing change to heritage places and assessing impacts to heritage values. These terms are not, however, defined in the Act, nor are they used within the Burra Charter.

The HCWA defines these terms as follows:

- **Integrity** - explains the extent to which the fabric is in its original state.
- **Authenticity** - explains the extent to which the original intention is evident, and the compatibility of current use.

Use levels of high, moderate, and low to describe the degree of integrity/authenticity and explain why.

Condition is another consideration that helps to determine if a place is a good, fine, or excellent example of its type.

6. Thematic History

A thematic history provides a broad historical context for understanding the patterns and forces that shaped an area over time. It identifies locally distinctive themes to structure the history. A theme can unite a variety of actions, events, functions, people and dates, and it helps to prevent any concentration on a particular type of item, period or event of history.

The thematic history is not intended to be a detailed account of all aspects of the history of an area, nor to replace histories designed to serve other purposes. Rather, it is to prepare a broad overview of the evolution of the City to identify turning points in its history, the main periods of its development, and key stories, themes and influential factors that have all shaped the City's distinctive character.

A place or heritage area will be assessed in the context of the history and/or development of the City as identified in the Western Australian Thematic History and key themes of:

LOCAL PLANNING POLICY: ASSESSING CULTURAL HERITAGE SIGNIFICANCE

- Environment
- Demography.
- Economy.
- Infrastructure.
- Social Services
- Governing.
- Cultural Life.

7. Statement of Significance

A statement of significance is to be included within the heritage assessment. This is a statement made about the place as a whole with reference to the applicable assessment criteria.

8. Management Categories

All places will be assigned a level of significance which determines the management category allocated to the place. At the City, the Local Heritage Survey (LHS) and Heritage List comprises of places that have been identified in the following categories:

8.1 Management Category 1: Exceptional Significance

Significance determined by how the assessment of the place demonstrates the following:

- essential to the heritage of the City;
- an exceptional level of state and/or local cultural heritage significance under one of the categories of aesthetic, historic, social or scientific significance;
- high degree of authenticity, for example it retains its original use and/or its architectural integrity is highly intact; and
- rare or outstanding example of its type, e.g.. An outstanding landmark; or exemplar of the federation queen anne style; or a building formally used as a drill hall with close associations to the armed services; or a park containing remnant natural flora and fauna valued for its research and reference purposes

LOCAL PLANNING POLICY: ASSESSING CULTURAL HERITAGE SIGNIFICANCE

8.1.1 Outcomes:

- conservation essential unless there is no feasible alternative;
- development is assessed in accordance with **Local Planning Policy: Development Guidelines of Heritage Places**;
- minor works or like for like restoration are exempt in accordance with the above local planning policy; and
- development applications must be accompanied by a heritage impact statement.

8.1.2 Future Actions:

- priority given to category 1 places when considering the heritage assistance fund;
- a conservation plan may be required, particularly if the place is also included on the State Register; and
- records should be kept of any major changes over time via updates to the LHS.

Example Category 1 places include Hyde Park, the Lincoln Street sewerage vents, the former RAAF drill hall and Anzac Cottage.

8.2 Management Category 2: Considerable Significance

Significance determined by how the assessment of the place demonstrates the following:

- very important to the heritage of the City;
- a high level of aesthetic, historic, scientific and/or social value for the local community;



Lochindorb, 166 Lincoln Street, Highgate - Management Category 2

LOCAL PLANNING POLICY: ASSESSING CULTURAL HERITAGE SIGNIFICANCE



- a key representative example of its type; and
- these places will typically have a high degree of authenticity, but may still be very important to the heritage of Vincent even if some alterations have been undertaken, provided these do not obscure an understanding of the cultural heritage values of the place.

8.2.1 Outcomes:

- conservation highly desirable unless no feasible alternative is available;
- development assessed in accordance with **Local Planning Policy: Development Guidelines of Heritage Places**;
- minor works or like for like restoration may be exempt in accordance with the above local planning policy.

8.2.2 Future Actions:

- a heritage impact may be required for significance works; and
- conservation work is eligible for heritage assistance fund.

Example Category 2 places include the Lincoln Street flats, the Oxford Hotel, Menzies Park and various privately owned residential dwellings.

8.3 Management Category 3: Some/Moderate Significance

Significance determined by how assessment of the place demonstrates the following:

- contributes to the heritage of the City e.g.. is a good example of a federation bungalow;
- helps to illustrate an important aspect of the history of the City, but:
 - does not have important associations with prominent people, events and/or activities;
 - does not have landmark or other aesthetic values that make a particularly significant contribution to the districts sense of place; and
 - is not a key representative or rare example of its type.

8.3.1 Outcomes:

- conservation recommended; and
- development assessed in accordance with **Local Planning Policy: Development Guidelines of Heritage Places**.

LOCAL PLANNING POLICY: ASSESSING CULTURAL HERITAGE SIGNIFICANCE



8.3.2 Future Actions:

- places not eligible for the heritage assistance fund; and
- prepare an archival record and/or interpret the site in accordance with **Local Planning Policy: Interpretation of Heritage Places** prior to any major development or demolition.

8.4 Management Category 4: Little Significance

Significance determined by how assessment of the place demonstrates the following:

- has elements or values worth noting for community interest but otherwise makes little contribution.

8.4.1 Future Actions:

- places not eligible for the heritage assistance fund; and
- prepare an archival record and/or interpret the site in accordance with **Local Planning Policy: Interpretation of Heritage Places** prior to any major development or demolition.

OFFICE USE ONLY	
Responsible Officer	Executive Manager Urban Design and Strategic Projects
Initial Council Adoption	17/07/2006
Previous Title	Local Planning Policy 7.6.2 Heritage Management - Assessment
Reviewed / Amended	10/07/2012; 14/02/2024
Next Review Date	

LOCAL PLANNING POLICY: ASSESSING CULTURAL HERITAGE SIGNIFICANCE



APPENDIX 1: HERITAGE MANAGEMENT CATEGORIES

The following table details the levels of significance and classification categories for heritage properties

LEVEL OF SIGNIFICANCE TO THE LOCAL AREA	PREVIOUS CLASSIFICATION	NEW CLASSIFICATION	DESCRIPTION
Exceptional	Category A - Conservation Essential	Category 1	Essential to the heritage of the locality. Rare or outstanding example
Considerable	Category A - Conservation Essential	Category 2	Very important to the heritage of the locality
Some/moderate	Category B - Conservation Recommended	Category 3	Contributes to the heritage of the locality
Little	No Category	Category 4	Has elements or values worth noting for community interest but otherwise makes little contribution

LOCAL PLANNING POLICY: INTERPRETATION OF HERITAGE PLACES



Legislation / local law requirements	<i>Planning and Development Act 2005</i> This policy has been prepared under the provisions of Schedule 2, Part 2 and 3 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> and the <i>Heritage Act 2018</i>
Relevant delegations	16.1.1 Determination of various applications for development approval under the City's Local Planning Scheme
Related policies, procedures and supporting documentation	Local Planning Scheme No.2 Local Planning Policy: Assessing Cultural Heritage Significance Local Planning Policy: Amending the Local Heritage Survey, Heritage List and Designating Heritage Areas

PART 1 - PRELIMINARY

INTRODUCTION

The City of Vincent (City) Strategic Community Plan 2022 – 2032 (SCP) sets the strategic direction, priorities and aspirations for the City. A key outcome of the SCP is to ensure our “built form character and heritage is protected and enhanced”.

Interpretation is a communication process, which helps people to make sense of and understand more about a site and/or event. In the context of this policy, interpretative signage will be used as a means of providing a tangible reminder and as a communicative tool for the identification and understanding of places of cultural heritage, which have been either demolished and/or removed within the City, or requested by the public.

PURPOSE

The purpose of Local Planning Policy: Interpretation of Heritage Places (Policy) is to provide a comprehensive framework matters relating to the interpretation of heritage places.

OBJECTIVES

The objectives of this policy are to:

1. generate awareness of the rich and diverse historic and social cultural heritage within the City's built environment.
2. provide a procedure to recognise buildings approved to be demolished within the City which are considered to hold historic and/or social cultural heritage values not reflected directly in the building's structure, style or physical appearance.
3. encourage innovative and varied forms of heritage interpretation, which recognise different opportunities, depending on the type and scale of development.

LOCAL PLANNING POLICY: INTERPRETATION OF HERITAGE PLACES



4. provide a procedure to implement the City's Heritage Plaques and Interpretation Program, to allow community members to nominate a place listed in the LHS in the City to be recognized through the installation of a plaque and/or alternative form of interpretation

SCOPE

This policy applies to the interpretation of:

- places listed on the Heritage List (formally the Municipal Heritage Inventory);
- heritage areas; and
- places listed in the Local Heritage Survey (LHS).

PART 2 - POLICY PROVISIONS

DEFINITIONS

All terms used in this Policy are defined in the *Planning and Development Act 2005*, *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations), the *Heritage Act 2018*, State Planning Policy 7.3 Residential Design Codes (the R Codes) and the City's Local Planning Scheme No.2 (the Scheme), unless stated otherwise below.

Burra Charter means the document providing guidance for the conservation and management of places of cultural heritage significance and sets standards of practice for those who provide advice, make decisions about, or undertake works to places of cultural heritage significance, including owners, managers and custodians. The charter is adopted by the Australian International Council on Monuments and Sites (ICOMOS).

contributory place means places and structures that make a positive contribution to the cultural heritage significance of the City of Vincent.

heritage area means a group of properties which are recognised to collectively form a streetscape, townscape or cultural environment with significant characteristics, which may include architectural style, town planning or urban design excellence, landscape qualities, or strong historic associations.

heritage assessment is a systematic assessment that describes a place and its setting and states the cultural heritage significance of the place based on the criteria outlined in the Burra Charter, and in accordance with the HCWA Guidelines for the Assessment of Local Heritage Places 2022, Guidelines for Local Heritage Surveys 2022, Guidelines for Establishing a Heritage List 2021 and Guidelines for Heritage Areas 2023.

Heritage List means a list of places within the City of Vincent, considered by the City to be of identified cultural heritage significance and worthy of conservation pursuant to the Regulations.

interpretation plan means a comprehensive long-term strategy, a management tool, for ensuring that the heritage significance of places, objects or traditions can be communicated. It is a communicative tool used for the identification and understanding of places of cultural heritage

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Local Heritage Survey means a list of places with the City of Vincent, assessed by the City as having identified cultural heritage significance pursuant to the Act.

1. Interpretation Resulting from a Development Application for a Dwelling on the Heritage List

- 1.1 Prior to obtaining a Demolition Licence for the demolition of a place listed in the City's Heritage List, a Planning Application for the demolition of a building is required to be submitted to and approved by the City. Should the City consider that the place proposed for demolition has solely historic and/or social significance that is deemed by the City as not directly reflected in the building's structure, style or physical appearance, the City may require a form of interpretation to be displayed on the site of the building proposed to be demolished as part of any development approval.
- 1.2 Where a place is to be demolished an the applicant and/or owner of the building is to be notified that a plaque or an alternative form of interpretation is to be displayed on the site of the existing building. Plaque specifications are specified within **Appendix 1**.
- 1.3 The specification details, including the content and proposed location of the plaque or alternative form of interpretation is to be approved by the City before the issuing of a Demolition Licence and/or Building Licence, whichever occurs first. All associated historical information is also to be provided to the City for archival purposes.
- 1.4 The plaque or the alternative form of interpretation is to be installed prior to first occupancy of the new development on the site.
- 1.5 The applicant and/or owner may integrate the proposed interpretation as part of the Percentage for Public Art requirement of the development. The interpretation;
 - is to follow the processes outlined in and be in accordance with the City's Local Planning Policy: Percent for Art;
 - is to incorporate through different mediums explicit recognition of the identified heritage values of the place to be demolished as identified in the heritage assessment for the place; and
 - is to also incorporate descriptive text, which is to be located in a position which is visible from the public domain as detailed in Appendix 1.
- 1.6 Once the plaque or the alternative form of interpretation (e.g. public art) is installed, the applicant and/or owner are to advise the City, so that an image of the plaque or the alternative form of interpretation (e.g. public art) can be included on the City's website. The applicant and/or owner are also to provide the City with any associated historical information on the property, for archival purposes.

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1.7 In the event that a demolition application is submitted and/or approved without a redevelopment proposal the City may require one of the following:

- The applicant and/or owner of the building to be demolished is to be notified that a plaque or an alternative form of interpretation is to be displayed on the site of the existing building. The applicant and/or owner shall lodge an appropriate interpretation assurance bond with the City. The assurance bond will only be released to the applicant and/or owner in the following circumstances;
- The interpretation proposal, which has been prepared in accordance with the requirements of this Policy, has been submitted to and approved by the City and the plaque /and or alternative form of interpretation subsequently installed on the property, prior to first occupancy of the new development on the site. (Note: In the event of non-compliance with the interpretation proposal requirement, the City may draw on the bond, as required, to carry out the interpretation proposal to the satisfaction of the Chief Executive Officer); or
- A Statutory Declaration on the prescribed form endorsed by the applicant and/or owner and stating that they will not proceed with the subject 'approval to commence development' for demolition, which has been submitted to and approved by the City; or
- The subject 'Approval to Commence Development' for demolition, did not commence and subsequently expired; or
- A notification being lodged under section 70A of the Transfer of Land Act, prior to the issue of a Demolition Licence, notifying proprietors and/or (prospective) purchasers of the property of the interpretation proposal requirement and that the interpretative proposal, which has been prepared in accordance with the Policy, will be required to be installed prior to the first occupation of the development;

1.8 A copy of the plaque and associated heritage assessment and any other associated historical information, will be uploaded onto the City's website and provided to the City's Local History Centre, to ensure information about the former place is widely accessible.

2. Heritage Plaque and Interpretation Program For Places in the Local Heritage Survey

2.1 Eligibility

- Any member of the public can submit a nomination for consideration of a plaque or an alternative form of interpretation relating to a place on the LHS within the City to be installed.
- If the place is not on the LHS, a nomination for a places inclusion can occur in accordance with **Local Planning Policy: Amending the Local Heritage Survey, Heritage List and Designating Heritage Areas**.

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2.2 Nomination Process

- A member of the public shall submit a nomination for consideration of a plaque relating to a place on the LHS, in accordance with the **Heritage Plaques and Interpretation Program Nomination Form**. A nomination from an applicant that is not the land owner will not result in any cost liability placed on the owner.
- The nomination form shall be accompanied by supporting including, but not limited to, the place record form, primary sources such as photographs, oral histories and personal correspondence and any supporting secondary sources, such as newspaper articles.
- On receipt of the nomination, the nomination shall be provided to the City's Strategic Planning team and the Local History Centre for assessment in accordance with the criteria detailed in clause 2 above.
- The City's strategic planners and Local History Centre are to provide a recommendation on the suitability of the nomination to the City for consideration.
- If the nomination is not considered to meet the criteria outlined in clause 4.1 b) above by the City, the applicant is advised in writing that the application was not successful.
- If the nomination is successful, the City's staff is to finalize the text for the proposed plaque and/or alternative form of interpretation, and forward a copy of this to the applicant for review.
- The applicant is to provide confirmation to support the wording of the text to the City, within four (4) weeks of receiving the draft text.
- On confirmation of the wording of the text, the City to write to the applicant to formally support the installation of the plaque and/or alternative form of interpretation and request receipt of the accompanying **Conditions of Cost Contribution Form**, to be forwarded to the City, within four (4) weeks of receiving the Form.

2.3 Funding

- The City will contribute a minimum of 50 percent of the total cost of the Heritage Plaque and/or alternative form of Interpretation, to a maximum of \$1,000. Contributions above 50 per cent can be considered on a case by case basis.
- The contribution is to be agreed upon through the **Conditions of Cost Contribution Form** signed by the applicant and the City and is to be paid to the City within 4 weeks of both parties signing the **Conditions of Cost Contribution Form**.
- If the plaque/interpretation is installed outside of the private lot boundary (e.g. footpath), the applicant and/or current owner of the place in question does not acquire any ownership rights to the plaque/interpretation by making a contribution to its cost.

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3.4 Manufacturing, Installation and Maintenance

- If a plaque is selected as the preferred form of interpretation, the manufacturing of the plaque is to be facilitated by the City undertaken by a preferred supplier, and the supplier and is to meet the specifications outlined in **Appendix 1**.
- The installation of the plaque is to be undertaken by the City, and is to meet the following specifications;
 - The plaque is to be located in a position which is visible from the public domain; and
 - Where positioned on the footpath, the plaque is to be properly secured and flush to the footpath, and meet all safety requirements.
- If installation is outside of the lot boundary (e.g. footpath), the plaque/interpretation remains the property of the City, and the City is responsible for all maintenance costs.
- Should an alternative form of interpretation be selected, the specifications shall be agreed in writing between the applicant and the City, however must meet the following criteria:
 - The text/and or artwork is to incorporate explicit recognition of the history relating to the property / site; and
 - the interpretation is to be located in a position which is visible from the public domain.

3. Other provisions

- a place listed on the LHS can either be a site / property that have been demolished or a site / property that remains in situ.
- all places and associated plaques and/or alternative form of interpretation will be made available for viewing from the City's website.
- a place listed in the LHS may not be the same as a place listed on the City's Heritage List, however an Applicant can request for a plaque and/or alternative form of interpretation to be installed for a place on the City's Heritage List in accordance with the procedures outlined in clause 1 of this Policy.
- If a place that is listed on the City's Heritage List is demolished and removed from the list and re-classified as a place within the LHS, the provisions in clause 2 of this Policy are to apply for the installation of the interpretative signage or art work.

OFFICE USE ONLY	
Responsible Officer	Executive Manager Urban Design and Strategic Projects
Initial Council Adoption	21/12/2005
Previous Title	Local Planning Policy: Heritage Management - Interpretive Signage
Reviewed / Amended	22/07/2008; 10/07/2012; 22/08/2023
Next Review Date	08/2027

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APPENDIX 1: PLAQUE REQUIREMENTS

Specifications for signage (refer below for example)

- is to be no smaller than A4;
- the plaque is to contain a maximum of 100 words and should incorporate a photographic image of drawing of the former building;
- the text is to incorporate explicit recognition of the identified heritage values of the place to be demolished as identified in the heritage assessment of the place;
- it is to include the City of Vincent logo;
- is to be made of durable material that will not deteriorate visually over time; and
- the signage is to be located in a position which is visible from the public domain.



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APPENDIX 2: HERITAGE PLAQUES AND INTERPRETATION PROGRAM - NOMINATION FORM

1. Instructions

It is not necessary to fill in all the information requested on this form, but all fields marked with an asterisk (*) MUST be filled in or nominations cannot be considered. To help us assess your nomination, please provide as much additional information as possible.

If you need more space, please feel free to attach additional pages, but please make sure the extra pages are securely attached to this form and have the address of the place at the top, in case the pages get separated.

2. Contact Details

In case we need to contact you to clarify information, please give us your contact details. This information will remain confidential and will not be used for any other purpose.

Your Name* _____

Your Address* _____

Daytime Phone* _____

Email Address* _____

3. The Place Being Nominated

Name of Place (if any) _____

Address / Location* _____

Suburb* _____

4. Has the Place been Demolished?

Yes

No

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5. Is the Place listed in the following:

- State Register of Heritage Places
- City of Vincent Local Heritage List
- City of Vincent Local Heritage Survey

6. Supporting Evidence Relating to the Place.

Construction Date: _____

Original Owner: _____

Other Owners: _____

Original Designer and/or Builder: _____

Physical Description: _____

Modifications made since construction: _____

Events and/or people and/or groups associated with the place:

How does this place relate to the history of the City of Vincent (in your opinion)?

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What is significant about this place that it should be recognised with a plaque and/or alternative form of interpretation (in your opinion)?

How will a plaque and/or alternative form of interpretation for this property promote the understanding of Vincent's heritage to the wider public (in your opinion)?

List of References (e.g.: Primary Sources (photographs, personal correspondence, oral histories) and Secondary Sources (newspaper articles, book titles, Library references etc.). Please attach to this form where possible.

Other Comments:

7. Plaque Details

Location:

- Option 1: Plaque to be inserted into the footpath
- Option 2: Plaque to be fixed to structure within lot boundary (e.g.. front fence, pillar, wall etc.)

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Material:

Option 1: Plaque to be inserted into the footpath

- 6mm thick cast bronze plaque. Raised bronzed letters and border sunk sand finish painted background based enamel clear protective finish. 220mm x 400mm.

Option 2: Plaque to be affixed to structure within lot boundary

- 6mm thick cast bronze plaque. Raised bronzed letters and border sunk sand finish painted background based enamel clear protective finish. 220mm x 400mm.
- 5mm thick satin finish brass plaque acid etched sunk lettering with black enamel pain fill with protective lacquer finish. 220 x 400mm.

8. Alternative Form of Interpretation

Location (provide a brief description on where the Interpretation will be located)

Material (provide a brief description the material/s being used)

Design (provide a brief description of the Interpretation)

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9. Checklist

Before submitting your application, please ensure that you have included the following information:

- Covering Letter; and
- List of references and where available copies of references, e.g. photographs, newspaper articles, oral histories, personal correspondence etc.; and
- Sample Written Text for the Plaque (approximately 100 words); or
- Sample Sketch Design for alternative Interpretation; and
- Quotation for Interpretation design and installation (if not using City's preferred supplier).

Applicant Name: _____

Signed: _____ date: ___/___/___

Please send your completed nomination form and your attachments to the City of Vincent by email **mail@vincent.wa.gov.au** or post it **to:**

Strategic Planning: City of Vincent - PO Box 82, Leederville WA 6902

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APPENDIX 3: CONDITIONS OF FUNDING & SCHEDULE OF WORKS

I/we _____ being the landowners of the heritage listed place at _____ accept the allocation of funds for the property and have read and agreed that I/we will abide by the conditions of funding outlined below.

CONDITIONS

1. The cost contribution agreed between the applicant and the City of Vincent will be paid to the City, within four (4) weeks of both parties signing the Conditions of Cost Contribution Form, prior to the ordering and the manufacturing of the heritage plaque and/or interpretation.
2. The applicant of the heritage plaque/interpretation, and/or the current owner of the subject place does not acquire any ownership rights to the plaque/alternative form of interpretation by making a contribution to its cost, if installed outside of the private lot boundary.
3. The heritage plaque/interpretation remains the property of the City of Vincent and all maintenance costs relating to the plaque/interpretation are the responsibility of the City of Vincent, if installed outside of the private lot boundary.
4. The location for the installation of the heritage plaque/interpretation shall be determined by the City of Vincent in liaison with the applicant and/or the current owner of the subject place.
5. The applicant and/or the current owner of the subject place shall not relocate or remove the heritage plaque/interpretation without permission from the City of Vincent
6. The City of Vincent reserves the right to use the documentation submitted by the applicant relating to the subject place and the pictures/images of the completed plaques, to promote public awareness relating to the subject property, through various mediums such as the City's websites, heritage walks, publications, and the City's Local History Centre.
7. The City of Vincent will contribute up to 50 per cent of the total cost of the plaque and/or alternative form of interpretation to a maximum of \$1,000. On receipt of the City receiving the agreed amount from the applicant, the City will commence the manufacturing of the heritage plaque. The cost of the installation of a standard plaque will be borne by the City. Invoice made out to the applicant with appropriate details of the specific work carried out, as outlined in the schedule of works;

Plaque

Total Cost of Plaque (not including installation): \$ _____
Amount to be contributed by Applicant: \$ _____
Amount to be contributed by City of Vincent: \$ _____

OR

Alternative Forms of Interpretation

Total Cost of Interpretation (including installation): \$ _____
Amount to be contributed by Applicant: \$ _____
Amount to be contributed by City of Vincent: \$ _____

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8. A refund will only be given if requested in writing from the applicant/owner

Applicant Name: _____

Signed: _____ date: __/__/__

Name of Manager Urban Design and Strategic Projects: _____

Signed: _____ date: __/__/__

Name of Director of Strategy and Development: _____

Signed: _____ date: __/__/__

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SCHEDULE OF WORKS

Owner/Applicant: _____

Property Address: _____

Schedule of Conservation Works: _____

Appointed Contractor: _____

Date of Commencement of Works: _____

Approximate Date of Completion: _____

Have there been any changes to the proposed financial arrangement (quote) and or scope of works as outlined on the Heritage Assistance Fund Application form?

No

Yes (please provide explicit detail)

LOCAL PLANNING POLICY: AMENDING THE LOCAL HERITAGE SURVEY, HERITAGE LIST AND DESIGNATING HERITAGE AREAS



Legislation / local law requirements	<i>Heritage Act 2018</i> <i>Planning and Development Act 2005</i> This policy has been prepared under the provisions of Schedule 2, Part 2 and 3 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>
Relevant delegations	16.1.1 Determination of various applications for development approval under the City's Local Planning Scheme
Related policies, procedures and supporting documentation	City of Vincent Local Planning Scheme No.2 Local Planning Policy: Assessing Cultural Heritage Significance Local Planning Policy: Development Guidelines for Heritage Places

PART 1 - PRELIMINARY

INTRODUCTION

Under section 103(1) of the *Heritage Act 2018* (Act), the City of Vincent (City) must prepare a Local Heritage Survey (LHS) comprising places within its area that in the opinion of the City, are or may become of cultural heritage significance. In preparing and amending its LHS the City must have regard to the Guidelines of Local Heritage Places published under section 105 of the Act.

Schedule 2 Part 3 of *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations) requires the City to establish and maintain a Heritage List and to designate Heritage Areas. The Regulations establishes the requirements for public consultation.

PURPOSE

The purpose of this Policy is to provide clear direction on the process for amending the Local Heritage Survey, Heritage List and Designating Heritage Areas (Policy).

OBJECTIVES

The objectives of this Policy are to:

1. provide clear procedures for adding, deleting or amending the Local Heritage Survey and Heritage List, and the designation and revocation of heritage areas; and
2. ensure that decisions regarding additions, removals and amendments to the Local Heritage Survey, the Heritage List and heritage areas follow due process, and that these decisions are based on consideration of the cultural heritage significance of a place or area.

LOCAL PLANNING POLICY: AMENDING THE LOCAL HERITAGE SURVEY, HERITAGE LIST AND DESIGNATING HERITAGE AREAS



SCOPE

This Policy covers the procedures and criteria for adding, deleting or amending places on the Local Heritage Survey, Heritage List and heritage area.

PART 2 - POLICY PROVISIONS

DEFINITIONS

All terms used in this Policy are defined in the *Planning and Development Act 2005*, the Regulations, State Planning Policy 7.3 Residential Design Codes and the City's Local Planning Scheme No. 2 (Scheme), unless stated otherwise below.

Burra Charter means the document providing guidance for the conservation and management of places of cultural heritage significance and sets standards of practice for those who provide advice, make decisions about, or undertake works to places of cultural heritage significance, including owners, managers and custodians. The charter is adopted by the Australian International Council on Monuments and Sites (ICOMOS).

contributory place means places and structures that make a positive contribution to the cultural heritage significance of the City of Vincent.

heritage area means a grouped of properties which are recognised to collectively form a streetscape, townscape or cultural environment with significant characteristics, which may include architectural style, town planning or urban design excellence, landscape qualities, or strong historic associations.

heritage assessment is a systematic assessment that describes a place and its setting and states the cultural heritage significance of the place based on the criteria outlined in the Burra Charter, and in accordance with the Heritage Council of Western Australia (HCWA) Guidelines for the Assessment of Local Heritage Places 2022, Guidelines for Local Heritage Surveys 2022, Guidelines for Establishing a Heritage List 2021 and Guidelines for Heritage Areas 2023.

Heritage List means a list of places within the City of Vincent, considered by the City to be of identified cultural heritage significance and worthy of conservation pursuant to Regulation 8 in Schedule 2 Part 3 of the Regulations.

Local Heritage Survey (LHS) means a list of places with the City of Vincent, assessed by the City as having identified cultural heritage significance pursuant to the Act.

LOCAL PLANNING POLICY: AMENDING THE LOCAL HERITAGE SURVEY, HERITAGE LIST AND DESIGNATING HERITAGE AREAS



POLICY

1. Amendments to the Local Heritage Survey, Heritage List or Heritage Area

1.1 Assessing places

Places are assessed for cultural heritage significance in accordance with the standard heritage assessment criteria outlined in Local Planning Policy: Assessment of Cultural Heritage Significance.

1.2 Management Categories

The following Management Categories listed in Table 1 below are assigned to places included in the LHS and Local Heritage List:

1.3 Amendment Process

Amendments to the LHS and Heritage List or the designation of a Heritage Area are made in accordance with the procedures outlined in **Part 3 - Policy Guidelines**.

Table 1: Heritage Significance and Inclusion in the LHS and Heritage List

Level of Significance	New Classification	Previous Classification	Description	Heritage list
Exceptional	Category 1	Category A	Essential to the heritage of the locality. Rare or outstanding example	All places to be included in the heritage list
Considerable	Category 2	Category A	Very important to the heritage of the locality	All places to be included in the heritage list
Some/moderate	Category 3	Category B	Contributes to the heritage of the locality	Places may be included in the heritage list
Little	Category 4	No category	Has elements or values worth noting for community interest but otherwise makes little contribution	Below the threshold for inclusion into the heritage list

LOCAL PLANNING POLICY: AMENDING THE LOCAL HERITAGE SURVEY, HERITAGE LIST AND DESIGNATING HERITAGE AREAS



PART 3 - POLICY GUIDELINES

The City of Vincent has a rich and diverse heritage demonstrated within its built and natural environment.

In accordance with the Regulations, the City is required to establish and maintain a Heritage List. The purpose of the Heritage List and Heritage Areas is to identify places within the scheme area that are of cultural heritage significance and worthy of built heritage conservation.

The City first released its Municipal Heritage Inventory in 1995 (MHI). Now known as a Local Heritage Survey (LHS), it is a guiding document describing places that have cultural heritage significance. These places tell the story of the local government area. A heritage place can take many forms - buildings, parks, memorials, trees, landscapes and archaeological remains.

In accordance with the Act, the City must maintain a LHS and issue guidelines about the preparation, review and periodic updating of the LHS.

The LHS has no statutory significance under the City's Scheme. Its purpose is to identify and record places that are or may become of cultural heritage significance, assisting in decision making and in the preparing a heritage list or heritage area in the future.

Places included on the LHS may also be recommended for inclusion on the Heritage List or for designation as a Heritage Area. In other cases, owners may nominate a place or area for consideration of inclusion on the Heritage List or Heritage Area.

Places can only be included or removed from the LHS, Heritage List or designated Heritage Area where due process has been followed in accordance with these guidelines.

1. The Heritage List

The Heritage List contains places which are of cultural heritage significance and deemed worthy of built heritage conservation. Inclusion on the Heritage List does have implications on the development of a property over and above the requirements that are already in the Planning Framework.

1.1 Purpose:

- required under the Regulations; and
- identifying places within the Scheme area that have cultural heritage significance and worthy of built heritage conservation.

1.2 Process:

- places identified by the LHS or nominated by owner, community or the City;
- consultation in accordance with the Community & Stakeholder Engagement Policy;
- inclusions, major updates and deletions require formal adoption by Council; and
- the timing for major amendments is generally immediately following or concurrently with amendments to the LHS.

LOCAL PLANNING POLICY: AMENDING THE LOCAL HERITAGE SURVEY, HERITAGE LIST AND DESIGNATING HERITAGE AREAS



1.3 Outcomes:

- demolition is not permitted without planning approval;
- various levels of development permitted with and without approval based on Heritage Significance and local planning policy provisions;
- subject to adopted **Local Planning Policy - Development Guidelines for Heritage Places**; and
- potential variation to site and development standards in accordance with the Regulations.

1.4 Updates and Nominations

- following amendments to the LHS, the City will consider whether any of the places included or removed from the LHS should also be considered for inclusion in or removal from the Heritage List; and
- places may also be considered for inclusion on the Heritage List as a result of a nomination by the owner, the City or any other person or organisation.

1.5 Heritage List Consultation

- Having determined which places are to be considered for inclusion in or removal from the Heritage List or which entry on the Heritage List is to be modified, the City will comply with Regulation 8(3)(a), undertake the consultation requirements outlined in Regulation 8(3)(b) in the Deemed Provisions and pursuant to Regulation 8(3)(c) invite public submissions in respect of the matter.
- The period for consultation under Regulations 8(3)(b) and (c) shall be no less than twenty one (21) days.

1.6 Addition of places to the Heritage List

- Places identified as having exceptional (Category 1) or considerable significance (Category 2) will automatically be referred to Council to be considered for inclusion on the Heritage List.
- Places identified as having some significance (Category 3 and 4) will only be referred to Council for consideration for inclusion in the Heritage List upon the receipt of a written request from the property owner.

1.7 Removal of places from the Heritage List

- Places will only be removed from the Heritage List if it can be demonstrated that their previous assessment of cultural heritage significance was erroneous or that they have subsequently lost their significance.
- The poor state of a place should not in itself be a reason for removal from the Heritage List. Deletion of a place from the list will only be considered if a structural condition report conducted by a registered structural engineers states that the structural integrity of the place has failed to the point where it cannot be rectified without the removal of a majority of its significant fabric.

2. The Local Heritage Survey

The LHS comprises a list of places which in the opinion of Council are, or may become, of cultural heritage significance. The LHS provides a cultural and historic record of the district and assists a local government in preparing a Heritage List or heritage areas under a local planning scheme.

LOCAL PLANNING POLICY: AMENDING THE LOCAL HERITAGE SURVEY, HERITAGE LIST AND DESIGNATING HERITAGE AREAS



Inclusion on the LHS does not have implications for the development of a place over and above the requirements that are already in place as part of the local planning framework.

2.1 Purpose

- required under the Act;
- identifies and records places of cultural heritage significance;
- assists the City in making and implementing decisions in line with heritage values; and
- assists in informing places/areas for inclusion on the Heritage List and heritage areas.

2.2 Process:

- a general review should be consistent with major reviews of the The Scheme or the Strategic Community Plan 2022-2032 (SCP) or ad hoc additions following a nomination;
- places are assessed in accordance with **Local Planning Policy: Assessment of Cultural Heritage Significance**; and
- reviews and updates require resolution by Council.

2.3 Outcomes:

- provides a comprehensive assessment of places of cultural heritage significance;
- identifies Category 1, 2, 3 and 4 places;
- informs recommended inclusions onto the Heritage List for Category 1 and 2 places; and
- category 3 and 4 places may be considered for inclusion onto the Heritage List at owners request

2.4 Reviews

- The City will from time to time review and assess places for inclusion in or removal from the LHS in accordance with these Guidelines. A major review of the LHS will generally be undertaken at intervals consistent with a major review of the Local Planning Strategy or the SCP.

2.5 Nominations

- Any person, association or organisation may nominate a place to be considered for inclusion in the LHS outside of an official review. A nomination is to be in writing, including information contained within the Nomination form included in these Guidelines.

2.6 Amendments

- Amendments or revisions to the LHS to the extent that alter the classification of a place or the statement of significance require a resolution of Council. Administrative updates to the LHS that do not alter the classification and/or statements of significance for places can be undertaken without a resolution of Council.

2.7 Consultation

- Any proposed addition, removal or amendment to the LHS are undertaken with public consultation.
- Submissions shall be invited from the owner/s and occupier/s of the place. The invitation to make

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a submission will be made in writing and include information on the heritage significance/values of the place.

- In addition, submissions from the public shall be invited through public advertising of the proposal with information of the heritage significance/values of the place and access to any report being provided via the City's website.
- The submission period will not be less than twenty one days.

2.8 Removal from Local Heritage Survey

- Places will only be removed from the LHS if it can be demonstrated that their previous assessment of cultural heritage significance was erroneous or that they have subsequently lost their significance.
- Where the Council is to consider the removal of a place from the LHS, if that place is also included in the Heritage List, consideration of its removal from the Heritage List may be undertaken concurrently.
- In some cases a place may have unintentionally been added incorrectly to the LHS. Where such an error can be clearly identified and verified, the entry may be removed by a resolution of the Council without a review of the heritage assessment and without prior public consultation.

3. Heritage Areas

Heritage areas are areas which have been assessed as having cultural heritage significance and cohesive character and, in the opinion of the City, require special planning controls to conserve and enhance the cultural heritage significance of the area.

When the City designates a heritage area it must also adopt a local planning policy for that area.

Inclusion in a heritage area does have implications on the development of a property over and above the requirements that are already in place as part of a local planning framework.

3.1 Purpose

- required under the Regulations; and
- identifying areas within the Scheme area that have cultural heritage significance and worthy of built heritage conservation.

3.2 Process

- places identified by the LHS or nominated by owners; and
- inclusions, updates and deletions require formal adoption by Council.

3.3 Outcomes

- no demolition is permitted without a development application;
- various levels of development permitted with and without approval based on specific development guidelines for the area; and
- subject to the adopted **Local Planning Policy - Development Guidelines for Heritage Places** and the area specific guidelines.

LOCAL PLANNING POLICY: AMENDING THE LOCAL HERITAGE SURVEY, HERITAGE LIST AND DESIGNATING HERITAGE AREAS



3.4 Heritage Area Nomination

- Following amendments to the LHS or should an heritage assessment of an area occur, the City may consider whether any areas identified should also be considered for heritage area consideration.
- Areas may also be considered for designation through a nomination by owners. Where it can be determined in writing that a minimum of forty percent (40%) of owners in the designated area support the area being considered as a heritage area, the City will undertake an assessment of the area to determine its significance.

3.5 Heritage Area Consultation

- Before determining whether an area should be designated a heritage area or an amendment should be made to an existing heritage area, the City will undertake consultation in accordance with Regulations 9(3) and (4) of the Deemed Provisions.

3.6 Heritage Area Guidelines

- When designating a heritage area, the city will undertake an assessment of the built form within the area. The purpose of this assessment will be to inform the development of area specific guidelines;
- Following advertising, Council will be required to approve, refuse or approve with modifications; and
- the guidelines, which once adopted, will be used to inform development of the specific designated heritage area.

3.7 Revocation of a Heritage Area

- Heritage areas will only be revoked where it can be demonstrated that their previous assessment of cultural heritage significance was erroneous or that they have subsequently lost their significance.

4. Matters To Which Council Will Consider

In considering the inclusion or removal of a place from the LHS and/or Heritage List or the designation of a heritage area, or any amendments regarding an existing listing, Council will have regard to:

- any submissions received during the public consultation period, with particular regard to be given to the submissions of property owner/s of the place or in the area;
- any heritage assessment report and/or other heritage studies relating to the place or area;
- any advice received from the Heritage Council of Western Australia; and
- any other matter it considers necessary.

5. Council Determination

The decision to include or remove places on the LHS, the Heritage List or to amend the LHS or Heritage List or to designate a heritage area can only be made by a resolution of Council in accordance with the provisions of the Act and the Regulations.

Following the heritage assessment and consultation procedures outlined above, the Council may, depending

LOCAL PLANNING POLICY: AMENDING THE LOCAL HERITAGE SURVEY, HERITAGE LIST AND DESIGNATING HERITAGE AREAS



on the circumstances of each case:

- include, not include or remove a place on the LHS;
 - amend the existing LHS place entry;
 - declare or refuse to declare a place as significant and worthy of built heritage conservation for recording in the Heritage List;
 - designate or not designate an area to be a heritage area;
 - include or amend an existing entry in the Heritage List;
 - amend a heritage area; or
- a. remove a place from the Heritage List or revoke a heritage area.

6. Final Notification

Owners, occupiers and all parties who made a written submission on the proposal before Council will be notified in writing of the meeting at which Council will consider the proposal and will also be notified in writing of the Council’s determination.

The HCWA will be notified of any resolutions regarding the LHS, Heritage List or heritage areas.

OFFICE USE ONLY	
Responsible Officer	Executive Manager Urban Design and Strategic Projects
Initial Council Adoption	2/06/2006
Previous Title	Local Planning Policy 7.6.5: Heritage Management - Amendments to the Municipal Heritage Inventory
Reviewed / Amended	22/07/2008; 13/07/2010; 10/07/2012; 20/06/2015; 13/02/2024
Next Review Date	

LOCAL PLANNING POLICY: AMENDING THE LOCAL HERITAGE SURVEY, HERITAGE LIST AND DESIGNATING HERITAGE AREAS



CITY OF VINCENT

APPENDIX 2: LOCAL HERITAGE SURVEY/HERITAGE LIST NOMINATION FORM

Instructions

It is not necessary to fill in all the information requested on this form, but all fields marked with an asterisk (*) MUST be filled in or nominations cannot be considered. To help us assess your nomination, please provide as much additional information as possible.

If you need more space, please feel free to attach additional pages, but please make sure the extra pages are securely attached to this form and have the address of the place at the top, in case the pages get separated.

Contact Details

In case we need to contact you to clarify information, please give us your contact details. This information will remain confidential and will not be used for any other purpose.

Your Name* _____

Your Address* _____

Daytime Phone* _____

Email Address* _____

The Place Being Nominated

Name of Place (if any) _____

Address / Location* _____

Suburb* _____

Title Details _____

Materials – Walls _____

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Materials – Roof _____

Materials – Other _____

Physical Description _____

Construction Date _____

Modifications made since construction _____

Original Owner _____

Other Owners _____

Original Designer _____

Original Builder _____

Other Information

How does this place relate to the history of the City of Vincent (in your opinion)?*

What is significant about this place that it should be entered on the Local Heritage Survey and/or Local Heritage List or be designated as a Heritage Area (in your opinion)?*

Other Heritage Listings (e.g.: National Trust, Heritage Council, other group)

References (e.g.: book titles, Library references etc.)

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Other Comments

*Please check that you have filled in all fields marked with *.*

Schedule of Modifications – Heritage Management Local Planning Policy Review

Recommended Modifications to all Heritage Policies:

No.	Principle Change	Existing Page	New Page	Comment	Recommended Modification
1.	Policy format	All	All	Council at its Ordinary Meeting held 15 December 2020 adopted the Policy Development and Review Policy. This policy outlines a consistent format for the City's policies. As part of this review Administration has drafted the amendments in this format.	Amend each policy to be consistent with the format established in the Policy Development and Review Policy.
2.	Definitions	N/A	N/A	<p>Include the following definitions for clarity:</p> <ul style="list-style-type: none"> • <i>Contributory Place</i> • <i>Sympathetic or complementary</i> • <i>Heritage Impact Statement</i> • <i>Heritage Assessment</i> • <i>Heritage Area</i> • <i>Heritage List</i> • <i>Local Heritage Survey</i> 	<p><i>archival record</i> means a document containing drawings, photographs and written information prepared in order to record the state of a place at a given time, usually prior to the place being demolished or substantially altered, and in accordance with the Heritage Council of Western Australia (HCWA) Guide to Preparing an Archival Record.</p> <p><i>Burra Charter</i> means the document providing guidance for the conservation and management of places of cultural heritage significance and sets standards of practice for those who provide advice, make decisions about, or undertake works to places of cultural heritage significance, including owners, managers and custodians. The charter is adopted by the Australian International Council on Monuments and Sites (ICOMOS).</p> <p><i>conservation plan</i> means a document that details how to identify and look after a place so as to retain its cultural heritage significance, including recording and monitoring actions and decisions relating to all aspects of managing a place.</p> <p><i>contributory place</i> means places and structures that make a positive contribution to the cultural heritage significance of the City of Vincent.</p> <p><i>heritage area</i> means a group of properties which are recognised to collectively form a streetscape, townscape or cultural environment with significant heritage characteristics, which may include architectural style, town planning or urban design excellence, landscape qualities, or strong historic associations.</p>

Schedule of Modifications – Heritage Management Local Planning Policy Review

No.	Principle Change	Existing Page	New Page	Comment	Recommended Modification
					<p><i>heritage assessment</i> is a systematic assessment that describes a place and its setting and states the cultural heritage significance of the place based on the criteria outlined in the Burra Charter, and in accordance with the HCWA Guidelines for the Assessment of Local Heritage Places 2022, Guidelines for Local Heritage Surveys 2022, Guidelines for Establishing a Heritage List 2021 and Guidelines for Heritage Areas 2023.</p> <p><i>heritage impact statement</i> means a document that evaluates the likely impact of proposed development on the significance of a heritage place and its setting and any conservation areas within which it is situated. The Heritage Impact Statement should outline measures proposed to minimise any identified impact and any conservation benefits associated with the proposal. It should be prepared in accordance with the Heritage Council's Guide 'Heritage Impact Statement – a Guide'.</p> <p><i>Heritage List</i> means a list of places within the City of Vincent, considered by the City to be of identified cultural heritage significance and worthy of conservation pursuant to the Regulations.</p> <p><i>interpretation plan</i> or <i>signage</i> means a comprehensive long-term strategy, a management tool, for ensuring that the heritage significance of places, objects or traditions can be communicated. It is a communicative tool used for the identification and understanding of places of cultural heritage.</p> <p><i>Local Heritage Survey</i> means a list of places with the City of Vincent, assessed by the City as having identified cultural heritage significance pursuant to the Act.</p> <p><i>Sympathetic</i> or <i>complementary</i> means a design outcome that respects its context. It would not be identical to historic neighbours, nor would it intrude on their presence in the streetscape. It would be of a similar or lesser scale.</p>
3.	Alignment with State Planning Framework and relevant legislation	All	All	The draft policies have been designed in accordance with the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> (Regulations), The <i>Heritage Act 2018</i> , SPP 7.3 Residential Design Codes and guidelines from the Heritage Council of Western Australia.	Amend each policy to be consistent with the relevant legislation, planning framework and heritage guidelines.

Schedule of Modifications – Heritage Management Local Planning Policy Review

Recommended Modifications to Draft Local Planning Policy: Development Guidelines for Heritage Places

No.	Existing Clause Name/Number	Existing Page	New Page	Comment	Recommended Modification
1.	Policy Title	All	All	Amend the title to align with the Policy Development and Review Policy.	Modify the title as follows: 7.6.1 HERITAGE MANAGEMENT – DEVELOPMENT GUIDELINES FOR HERITAGE AND ADJACENT PROPERTIES to <u>Local Planning Policy Development Guidelines for Heritage Places</u> .
2.	Introduction, Objectives, Definitions and Policy Statement	1-3	1-3	To ensure for consistency with the current policy template, Introduction and Objectives have now been placed within Part 1- Preliminary and Definitions into Part 2 – Policy Provisions.	Place Introduction and Objectives into Part 1 with Purpose, Operation and Scope. Policy Statement to be replaced by Scope. Include Definitions in Part 2.
3.	Table 1 - Planning Requirements 6. Solar Panels	3-6 11	4	Simplify the table for clarity. The table now read as Exemptions from Development Approval and is consistent with the Regulations.	Planning Requirements Exemptions from Development Approval Table amended as detailed in the policy
4.	Figure 1 Development Assessment Process	7	N/A	Information detailed in figure 1 noted outdated Vincent processes. The relevant sections have been updated and expanded.	Delete Figure 1 and replace with: 2. Development Approval Requirements; 3. Assessment Measures; 4. Assessment Considerations; 5. Heritage Significance; 6. State Heritage Referral; and 7. Archival Record and Interpretation Plan.
5.	N/A	N/A	Guiding Principles	Include guiding principles for new development based on the Burra Charter.	Include the following guiding principles: 1. Conservation requires a cautious approach of changing as much as necessary, but as little as possible. 2. Significant fabric is restored with 'like for like' materials and original detail wherever possible. 3. Development that alters the cultural significance of a place is reversible and should be reversed where possible. 4. Maintenance is an integral part of conserving the heritage significance of a place and should be undertaken in an informed and sensitive manner. 5. Additions are compatible with, and respectful of the heritage place without replicating the original heritage details of the place.

Schedule of Modifications – Heritage Management Local Planning Policy Review

No.	Existing Clause Name/Number	Existing Page	New Page	Comment	Recommended Modification
					<p>6. New development is readily identifiable as new.</p> <p>7. Additions maintain existing view lines to the principle façade of the heritage place when viewed from the street.</p> <p>8. Additions do not obscure original fabric that contributes to the heritage significance of the place.</p> <p>9. Development does not result in the addition of decorative details that are not in keeping with the architectural style and/or era of the heritage place.</p> <p>10. The structural integrity of the place is maintained during and after redevelopment.</p>
6.	4. Development Guidelines to Heritage Listed Buildings	8-11	8-14	<p>The draft policy provides a performance-based framework for the assessment of new applications.</p> <p>Reforming the policy with current terminology will remove the wording Performance Criteria and Acceptable Development and replace with Acceptable Outcomes and Element Objectives.</p>	<p>Deletion of tables listed under 4. Development Guidelines to Heritage Listed Buildings and replace with headings detailing assessment methods for the following:</p> <ol style="list-style-type: none"> 1. Demolition. 2. Conservation and Alteration of Heritage Places. 3. Additions to Heritage Places. 4. Development Adjacent to Heritage Places.
7.	N/A	N/A	15	<p>The latest HCWA Guidelines on Assessing Local Heritage Places categorises levels of significance from 1 Exemptional Significance to 4 Little Significance, whilst Vincent categorises as A – Conservation Essential and B – Conservation Recommended. Administration will be conducting a review of its heritage places late 2023 which will see these categories amended to align with latest guidelines. This table has been included to aid in the transition from the current categories to the new categories.</p>	<p>Insert Appendix 1: Heritage Management Categories.</p>

Schedule of Modifications – Heritage Management Local Planning Policy Review

Recommended Modifications to Draft Local Planning Policy: Assessing Cultural Heritage Significance

No.	Existing Clause Name/Number	Existing Page	New Page	Comment	Recommended Modification
1.	Policy Title	All	All	Amend the title to align with the Policy Development and Review Policy.	Modify the title as follows: 7.6.2 HERITAGE MANAGEMENT – ASSESSMENT to – <u>Local Planning Policy: Assessing Cultural Heritage Significance.</u>
2.	Introduction, Objectives and Policy Statement	1-4	1-3	To ensure for consistency with the current policy template, introduction and objectives placed within Part 1 – Preliminary and Policy Statement into Part 2 – Policy Provisions. Policy Statement to be modified as so it is consistent with the current HCWA Guidelines. Policy Statement to also be expanded upon in greater detail in the Policy Guidelines.	Place Introduction and Objectives into Part 1 with Purpose, Operation and Scope. Policy Statement to be amended to Assessment Significance and placed into Part 2. Include standard definitions in Part 2.
3.	N/A	N/A		Part 3 – Policy Guidelines Positions detailed in Part 2 have been expanded upon in greater detail. Management Categories 1 – 4 have outcomes and future actions included in each.	Insert Part 3 – Policy Guidelines.
4.	N/A	N/S	13	The latest HCWA Guidelines on Assessing Local Heritage Places categorises levels of significance from 1 Exemptional Significance to 4 Little Significance, whilst Vincent categorises as A – Conservation Essential and B – Conservation Recommended. Administration will be conducting a review of its heritage places late 2023 which will see these categories amended to align with latest guidelines. This table has been included to aid in the transition from the current categories to the new categories.	Insert Appendix 1: Heritage Management Categories.

Schedule of Modifications – Heritage Management Local Planning Policy Review

Recommended Modifications to Draft Local Planning Policy: Interpretation of Heritage Places

No.	Existing Clause Name/Number	Existing Page	New Page	Comment	Recommended Modification
1.	Policy Title	All	All	Amend the title to align with the Policy Development and Review Policy.	Modify the title as follows: 7.6.4: Interpretation Modify to - <u>Local Planning Policy: Interpretation of Heritage Places.</u>
2.	Introduction, Objectives,	1	1-2	To ensure for consistency with the current policy template, an introduction and Objectives has been included in Part 1. Policy Statement moved to Part 2.	Place Objectives and Introduction into Part 1 with Purpose and Scope. Include definitions in Part 2. Policy Statement modified to Scope.
3.	Part One: Interpretative signage resulting from a development application	1-4	3-4	The Regulations do not require demolition permits for places which are not heritage listed. This provision will be modified to relate to the demolition of heritage listed places. Reference to the value of the development has also been removed.	Modify as follows: PART ONE – INTERPRETATIVE SIGNAGE RESULTING FROM A DEVELOPMENT APPLICATION to 1. Interpretation Resulting from a Development Application for a Dwelling on the Heritage List.
4.	Part 2: Part two – heritage plaque and interpretation program for places of interest	5-7	4-6	Reference to ‘Places of Interest’ has been removed and replaced with ‘places in the local heritage survey’ (LHS). These places do not have the statutory protection that those on the heritage list have, but they still have cultural heritage value. This section will detail the nomination process for places on the LHS. It will also reference LPP: Amending the LHS, Heritage List and designating Heritage Areas if the subject place is not within the LHS.	Modify as follows: PART TWO – HERITAGE PLAQUE AND INTERPRETATION PROGRAM FOR PLACES OF INTEREST to 2. Heritage Plaque and Interpretation Program for Places in the Local Heritage Survey.

Schedule of Modifications – Heritage Management Local Planning Policy Review

Recommended Modifications to Draft Local Planning Policy: Amending the Local Heritage Survey, Heritage List and Designating Heritage Areas

No.	Existing Clause Name/Number	Existing Page	New Page	Comment	Recommended Modification
1.	Policy Title	All	All	Amend the title to align with the Policy Development and Review Policy.	Modify as follows: 7.6.5: Amendments to the Municipal Heritage Inventory (MH) to – <u>Local Planning Policy: Amending the Local Heritage Survey, Heritage List and Designating Heritage Areas.</u>
2.	Introduction, Objectives, Definitions and Policy Statement	1	1-2	To ensure for consistency with the current policy template, an introduction and Objectives has been included in Part 1. Definitions moved to Part 2. Policy Statement moved to Part 2.	Modify as follows: Place Objectives and Introduction into Part 1 with Purpose and Scope. Definitions moved to Part 2. Policy Statement modified to Scope.
3.	1 Nomination from owners/community members	2	4-5	This clause is covered within the policy guidelines and modified to refer to nominations both for the heritage list and the LHS. Reference to previous legislation removed and replaced.	Modify as follows: Reference to the MHI and existing categories deleted. Replaced with reference to the heritage list and LHS. Reference to the Heritage of Western Australia Act 1990 deleted and replaced with reference to Heritage Act 2018. Appendix 1 provides a flow chart for the nomination/review of places for inclusion in the LHS, Heritage List or as a Heritage Area.
4.	2. Amendments through the Development Application process	5	N/A	Demolition does not require planning approval is the place in question is not heritage listed. This section has now been deleted.	Deletion of C2 and Figure 3.
5.	4. MHI Review	6	6	The MHI is to be replaced with the LHS and Heritage List. Reference to the review process of the LHS is made within the policy guidelines.	LHS review process is to occur at intervals consistent with major reviews of the City's Strategic Community Plan and Local Planning Strategy.
6.	N/A	N/A	10	A flow diagram of the policy has been included in Appendix 1 to summarise document and the process for amending the LHS, Heritage List and designating Heritage Areas.	Insert Appendix 1 Policy Summary.

Schedule of Modifications – Heritage Management Local Planning Policy Review

No.	Existing Clause Name/Number	Existing Page	New Page	Comment	Recommended Modification
7.	N/A	N/A	3	The latest HCWA Guidelines on Assessing Local Heritage Places categorises levels of significance from 1 Exemotional Significance to 4 Little Significance, whilst Vincent categorises as A – Conservation Essential and B – Conservation Recommended. Administration will be conducting a review of its heritage places late 2023 which will see these categories amended to align with latest guidelines. This table has been included to aid in the transition from the current categories to the new categories.	Insert Table 1 to show new and previous management categories.