

# HERITAGE STRATEGY

## DRAFT



PREPARED FOR  
**SHIRE OF JERRAMUNGUP**  
DECEMBER 2014



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ARCHITECTS Pty Ltd

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## **Executive Summary**

This report was commissioned by the Shire of Jerramungup to establish the current status of heritage in the Shire and provide a list of objectives and prioritised actions.

The State Heritage Office advised that the preparation of a Heritage Strategy should be the first activity undertaken as part of an advisory service. Also, they have offered conditional support and financial assistance for establishing an advisory service based on the development of a Heritage Strategy.

Stephen Carrick of Stephen Carrick Architects worked in collaboration with the Shire of Jerramungup representative, Planning Officer, Craig Pursey to prepare the Heritage Strategy. Stephen Carrick met with Craig Pursey on Wednesday 8<sup>th</sup> and Thursday 9<sup>th</sup> October 2014 and inspection of places within the townships of Jerramungup and Bremer Bay were undertaken

Existing heritage reports and planning documents were considered in relation to best heritage practice, particularly the terms of the Burra Charter. Guidelines provided by the Heritage Council of WA for producing heritage strategies were followed to produce the final report.

The report found that whilst some measures to protect heritage have been taken, including provisions in the Local Planning Scheme, more actions can be taken to increase the profile of heritage matters. The Shire has indicated a willingness to examine these actions.

Key recommendations of the report are:

- Review the Municipal Heritage Inventory
- Produce a Heritage List in accordance with the Local Planning Scheme
- Promote the awareness and profile of heritage places in the community

## 1. Introduction

### Background to Heritage Strategy

Principles within the Australia ICOMOS Burra Charter are based on keeping places of worth because they enrich our lives. They help us to understand the past; by contributing to the richness of the present environment; and because we expect them to be of value to future generations. Heritage is also reflected in the natural and cultural diversity of places and objects that help us to understand our past. Heritage places may evoke special meaning for us as individuals or as a member of a community.

Local Governments, including the Shire of Jerramungup, are responsible for identifying, protecting, promoting and managing the majority of Western Australia's heritage. The Shire of Jerramungup Heritage Strategy has been produced in order to summarise the current management of heritage in the district and provide a direction for the ongoing and future protection, conservation, management and enhancement of heritage within the Shire.

Stephen Carrick Architects has been commissioned to prepare this Heritage Strategy.

### Historical Overview of the Shire

The first European settlement of the area began with very isolated pastoralists in the mid-nineteenth century. At Jerramungup, the Hassell family took up 20,000 acres in 1849 as 'Jarramongup Station'. Three generations of Hassells worked the property. At Bremer Bay, the Wellstead family took up squatting from the mid-1850s, eventually gaining freehold ownership in the 1870s.

Bremer Bay was chosen as the site of a telegraph station for the trans-Australia telegraph link, completed in 1877. The station operated until the line was closed in the 1920s, and from 1930 was used as a private residence.

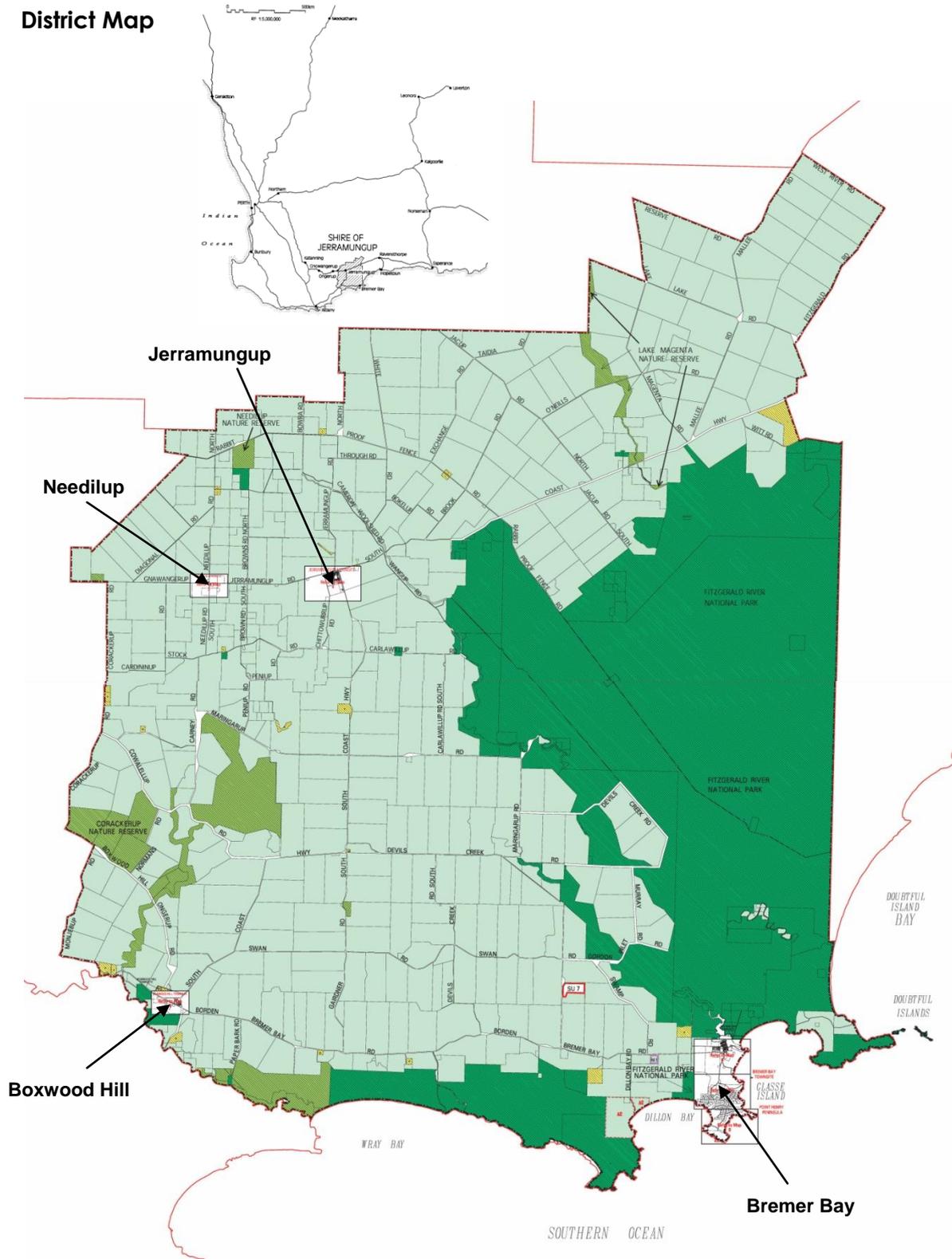
Smalls settlements were established at Ongerup, Needilup and Jacup in the early part of the twentieth century, especially once the railway was extended in 1912. The first subdivisions began in the 1940s. The town of Bremer Bay was gazette in 1951, originally as Wellstead.

'Jarramongup' was purchased by the Commonwealth Government in 1950 for use in the War Service Land Settlement Scheme. From 1953, the land was cleared, subdivided and fenced, and farm buildings erected. The project was administered from the former Hassell homestead, and included the Corackerup area as well as the Hassell property. Additional Crown land was added to the project in 1954 and the first settlers arrived in early 1955. In 1958, the establishment of the initial 141 farms was completed. The last of these farms was taken up in 1962.

Children of the new farmers attended school in a wool shed from 1957, and a permanent Jerramungup school building was erected late in the year. The first townsites in the area soldier settlement area, Jerramungup and Gairdner, were laid out in 1957. Other community buildings followed, including a town hall (1958), CBH grain silos (1961) and a power house (1963), along with sporting facilities and a 'universal' church, used by a range of Christian denominations.

The area separated from the Shire of Gnowangerup in 1982 to become the Shire of Jerramungup.

**District Map**



Source: Shire of Jerramungup Local Planning Scheme No.2 Map 01 & 02, and Shire of Jerramungup Local Planning Strategy p.7 (inset)

**Acknowledgements**

Stephen Carrick Architects acknowledges and appreciates the professional assistance of Tanya Henkel with this document referencing her authorship of the Heritage Strategy prepared for the Shire of Cue in 2013.

## 2. Local Government Municipal Heritage Inventory

The review and update of a Local Government Municipal Heritage Inventory (MHI) is required under Section 45 of the *Heritage of Western Australia Act 1990*, which states:

- (1) A local government shall compile and maintain an inventory of buildings within its district which in its opinion are, or may become, of cultural heritage significance.
- (2) The inventory required by subsection (1) shall be compiled no later than 4 years from the commencement of this Act and shall be –
  - (a) updated annually; and
  - (b) reviewed every 4 years after compilation.
- (3) A local government shall provide the Council with a copy of the inventory compiled pursuant to this section.
- (4) A local government shall ensure that the inventory required by this section is compiled with proper public consultation.

The Shire of Jerramungup MHI was first compiled in 1997. It was prepared on behalf of the Shire by SJB Town Planners.

The MHI contains 13 places and was adopted by the Shire on 17 July 1997.

The MHI has not been reviewed since preparation. It is available through the Shire's website at <http://www.jerramungup.wa.gov.au/council/corporate-documents/other-documents-forms/>



Jerramungup District High School – a place on the MHI

**Places on the Jerramungup MHI**

PLACE	ADDRESS	DATE	TYPE OF PLACE	MANAGEMENT CATEGORY	COMMENT
<b>Original Wellstead Home</b>	Wellstead Road Bremer Bay	1857	Residential	4	Little remaining building fabric in 199?
<b>Wellstead Homestead</b>	Bremer Bay	1875	Residential		
<b>Bremer Bay Telegraph Station</b>	Location 885 off Bremer Bay Road near corner of John Street, Bremer Bay	1896	Residential	1	
<b>First House Bremer Bay townsite</b>	Bremer Bay		Residential		
<b>Bark Hut</b>	The Esplanade, Bremer Bay		Residential	2	Has been removed from site
<b>Quaalup Homestead</b>	Kent Location 1296, 1297 & 1298 Bremer Bay, Fitzgerald River National Park off Devils Creek Rd Bremer Bay	1885	Residential	1	
<b>Hassell Homestead and Barn (also known as Jerramungup Homestead)</b>	6 kms east of townsite, 72 Cameron Rd, Jerramungup	1848	Residential	1	
<b>Jerramungup School</b>	Corner of Lancaster & Memorial Roads, Jerramungup	1958	Education	3	
<b>Shire of Jerramungup Council Offices</b>	Vasey Street, Jerramungup	1982	Office	4	
<b>Jerramungup Town Hall</b>	Memorial Road, Jerramungup	1958	Community Hall	3	
<b>C Cameron's Office</b>	Memorial Road, Jerramungup	1953	Office	2	
<b>Jerramungup Powerhouse</b>	Tobruk Road, Jerramungup	1963	Industrial	4	
<b>Second Jerramungup Homestead</b>	6 kms east of townsite, 72 Cameron Rd, Jerramungup			1	Separate listing in Municipal Inventory but same place as Hassell Homestead

The Local Planning Strategy of December 2012 also includes 'Reid Homestead' as a place on the MHI, but details are not provided.

## Actions:

- Initiate a review of the municipal inventory as soon as possible – if an allocation is not currently budgeted for the review then seek a budget allocation for 2015-16.
- Assign a staff member to oversee the day-to-day management of the municipal inventory.
- Establish a MHI scope of work to ensure the review is targeted to achieve maximum outcomes.
- Shire staff to investigate participation in the State Heritage Office's on-line database project "Inherit" for ongoing and future digital management of municipal inventory data.
- Update the municipal inventory annually and/or as information is received.



Fitzgerald Biosphere Garden-A garden created to assist visitors experience the botanical diversity of the Fitzgerald Biosphere - The type of place to be considered for the MHI.

### 3. Heritage in the Local Planning Scheme

The following extract has been taken from the Shire of Jerramungup's Local Planning Scheme No.2, updated 12 February 2013.

#### **PART 7 - HERITAGE PROTECTION**

##### **7.1 HERITAGE LIST**

7.1.1 *The local government is to establish and maintain a Heritage List to identify those places within the Scheme Area which are of cultural heritage significance and worthy of conservation under the provisions of the Scheme, together with a description of each place and the reasons for its entry.*

7.1.2 *In the preparation of the Heritage List the local government is to:*

- (a) have regard to the Municipal Inventory prepared by the local government under section 45 of the Heritage of Western Australia Act 1990; and*
- (b) include on the List such of the entries on the Municipal Inventory as it considers to be appropriate.*

7.1.3 *In considering a proposal to include a place on the Heritage List, the local government is to:*

- (a) notify in writing the owner and occupier of the place and provide them with a copy of the description proposed to be used under clause 7.1.1 and the reasons for the proposed entry;*
- (b) invite submissions on the proposal from the owner and occupier of the place within 21 days of the day the notice is served;*
- (c) carry out such other consultations as it thinks fit; and*
- (d) consider any submissions made and resolve to enter the place on the Heritage List with or without modification or reject the proposal after consideration of the submissions.*

7.1.4 *Where a place is included on the Heritage List, the local government is to give notice of the inclusion to the Commission, the Heritage Council of Western Australia and to the owner and occupier of the place.*

7.1.5 *The local government is to keep a copy of the Heritage List with the Scheme documents for public inspection.*

7.1.6 *The local government may remove or modify the entry of a place on the Heritage List by following the procedures set out in clause 7.1.3.*

Note: 1. *The purpose and intent of the heritage provisions are:*

- (a) to facilitate the conservation of places of heritage value; and*
- (b) to ensure as far as possible that development occurs with due regard to heritage values.*

2. *A "place" is defined in Schedule 1 and may include works, buildings, and contents of buildings.*

##### **7.2 DESIGNATION OF A HERITAGE AREA**

7.2.1 *If, in the opinion of the local government, special planning control is needed to conserve and enhance the cultural heritage significance and character of an area, the local government may, by resolution, declare that area to be a Heritage Area.*

7.2.2 *The local government is to:*

- (a) *adopt for each Heritage Area a Local Planning Policy which is to comprise: (i) a map showing the boundaries of the Heritage Area;*
  - (ii) a record of places of heritage significance; and*
  - (iii) objectives and guidelines for the conservation of the Heritage Area;*

*and*

- (b) *keep a copy of the Local Planning Policy for any designated Heritage Area with the Scheme documents for public inspection.*

7.2.3 *If a local government proposes to designate a Heritage Area, the local government is to:*

- (a) *notify in writing each owner of land affected by the proposed designation and provide the owner with a copy of the proposed Local Planning Policy for the Heritage Area;*

(b) *advertise the proposal by:*

- (i) publishing a notice of the proposed designation once a week for 2 consecutive weeks in a newspaper circulating within the Scheme Area;*
- (ii) erecting a sign giving notice of the proposed designation in a prominent location in the area affected by the designation; and*
- (iii) such other methods as the local government considers necessary to ensure widespread notice of the proposal;*

*and*

- (c) *carry out such other consultations as the local government considers appropriate.*

7.2.4 *Notice of a proposal under clause 7.2.3(b) is to specify:*

- (a) *the area subject of the proposed designation;*
- (b) *where the proposed Local Planning Policy which will apply to the proposed Heritage Area may be inspected; and*
- (c) *in what form and during what period (being not less than 21 days from the date the notice is published or the sign is erected, as the case requires) submissions may be made.*

7.2.5 *After the expiry of the period within which submissions may be made, the local government is to:*

- (a) *review the proposed designation in the light of any submissions made; and*
- (b) *resolve to adopt the designation with or without modifications, or not to proceed with the designation.*

7.2.6 *If the local government resolves to adopt the designation, the local government is to forward a copy of the designation to the Heritage Council of WA, the Commission, and each owner of land affected by the designation.*

7.2.7 *The local government may modify or revoke a designation of a Heritage Area.*

7.2.8 *Clauses 7.2.3 to 7.2.6 apply, with any necessary changes, to the amendment of a designation of a Heritage Area.*

**7.3 HERITAGE AGREEMENTS**

*The local government may, in accordance with the Heritage of Western Australia Act 1990, enter into a heritage agreement with an owner or occupier of land or a building for the purpose of binding the land or affecting the use of the land or building in so far as the interest of that owner or occupier permits.*

*Note: 1. A heritage agreement may include a covenant intended to run with the land relating to the development or use of the land or any part of the land.*

*2. Detailed provisions relating to heritage agreements are set out in the Heritage of Western Australia Act 1990.*

**7.4 HERITAGE ASSESSMENT**

*Despite any existing assessment on record, the local government may require a heritage assessment to be carried out prior to the approval of any development proposed in a Heritage Area or in respect of a heritage place listed on the Heritage List.*

**7.5 VARIATIONS TO SCHEME PROVISIONS FOR A HERITAGE PLACE OR HERITAGE AREA**

*Where desirable to:*

*(a) facilitate the conservation of a heritage place entered in the Register of Places under the Heritage of Western Australia Act 1990 or listed in the Heritage List under clause 7.1.1; or*

*(b) enhance or preserve heritage values in a Heritage Area declared under clause 7.2.1,*

*the local government may vary any site or development requirement specified in the Scheme or the Residential Design Codes, by following the procedures set out in clause 5.5.2.*

At this stage a 'Heritage List' has not been established under the provisions of the Scheme.

Actions:

- Following a review of the MHI, prepare a Heritage List in accordance with Section 7.1 of the Local Planning Scheme.
- Ensure the Heritage List is provided along with the Local Planning Scheme documents on the Shire's website and when provided in hard-copy.
- Council to prepare a Local Planning Policy for Heritage Conservation and Development to assist the local government in making decisions under the Scheme about heritage places. The LPP should make reference to State Planning Policy 3.5 Historic Heritage Conservation and include application requirements for heritage listed places such as Heritage Impact Statements, Structural Condition Assessments and Archival Recording and Development Plans in instances of proposed demolitions.
- Consider the referral of Planning and Development applications concerning heritage listed places (TPS and/or MI) to the Heritage Adviser for comment to ensure that Council is informed of heritage impacts in its decision-making process.

#### 4. Heritage Council of WA database

The Heritage Council of Western Australia maintains a heritage database, 'InHerit'. The database contains information on statutory and non-statutory heritage listings, and the results of heritage surveys and studies.

There are 16 entries on the database for places located in the Shire of Jerramungup. Most of these are places also included in the MHI. The others are:

- P16719 Fitzgerald River National Park (1989 Boundary, 2 km North of Bremer Bay)
- P11696 Wellstead Homestead Group (including the Original Wellstead Homestead, which is on the MHI) Wellstead Rd, Point Henry Peninsula Bremer Bay
- P15082 Manse, 8 Lancaster Rd Jerramungup
- P12873 Jerramungup War Memorial, Memorial Rd Jerramungup
- P18995 Jerramungup Police Station, Vassey St Jerramungup
- P05022 Rabbit Proof Fence No.2 and No.3 (Emu Barrier Fence) Northhampton to Dumbelyung
- The Rabbit Proof Fence No 2 and No 3 (Emu Barrier Fence) is included in the Shire of Dumbleyung's Municipal Inventory. The Fence is located across 18 different local government authorities of which the Shire of Jerramungup is one.

Entry in the InHerit database is NOT a 'heritage listing' and place records are indicative only. 'P' numbers are a database reference, meaning 'heritage place number'.

#### Actions:

- During the review of the MHI, consider all places in the Shire that are listed in the InHerit database for possible inclusion in the MHI.
- Request notification from the Heritage Council when places in the Shire are added to InHerit for any reason.

## 5. State Register of Heritage Places

Section 78 of the *Heritage of Western Australia Act (1990)* requires that all proposed development to a State Registered Place be referred to the Heritage Council of WA for their consideration.

Two places in the Shire are on the Heritage Council of Western Australia's State Register of Heritage Places. They are:

- P01249 Quaalup Homestead Group, near Bremer Bay, Fitzgerald River National Park, off Devils Creek Rd Bremer Bay
- P11696 Wellsteads' Homestead Group (Wellstead's Station; Peppermint Grove, Mount Joy), Wellstead Rd, Point Henry Peninsula Bremer Bay

The Inherit database indicates that in August 2004 P01247 Jerramungup Homestead and Barn (fmr) was included on its assessment program. This means that the place will be assessed for its cultural heritage values at some time yet to be determined and potentially added to the State Register of Heritage Places.

The database also records that the Jerramungup Police Station was examined in September 2012 by the Heritage Council and it was determined that the place does not warrant assessment for further consideration for the State Register of Heritage Places.

### Actions:

- Shire staff to ensure that any development applications received for State Registered Places are referred to the Heritage Council of WA in accordance with the *Heritage of Western Australia Act 1990*.



Shire of Jerramungup Offices - a place on the MHI.

## 6. Heritage Places Owned by the Shire of Jerramungup

There are four (4) places listed in the MHI that are owned and/or managed by the Shire. These are:

- Shire of Jerramungup Council Offices
- Jerramungup Town Hall
- C. Cameron's Office (Landcare Office)
- Jerramungup Powerhouse

Place Name	MHI no.	InHerit P no.	Build date	Condition	Current use
Shire of Jerramungup Council Offices	9	11700	1982	Good	Council Offices
Jerramungup Town Hall	10	11701	1958	Good	Hall
C. Cameron's Office	11	11702	1953	Good	Office
Jerramungup Powerhouse	12	11703	1963	Good	Storage

The Shire should be seen to follow best practice in conservation of its heritage buildings as well as leading by example in how it manages its heritage assets. To achieve this, the following measures should be addressed:

### Heritage Listing and Protection

In the first instance Shire owned heritage places should be clearly identified and assessed through the municipal inventory process, where necessary afforded heritage protection under the Local Planning Scheme and, in cases of very high heritage values, entered in the State Register of Heritage Places.

### Conservation Management Plans (CPs)

These documents establish exactly what is significant about a heritage place and how best to conserve that significance. Significant heritage places in Shire ownership should have a Conservation Plan prepared in order to guide the ongoing conservation of the building in a systematic and prioritised manner. These plans need to be kept up to date and therefore existing Conservation Plans should be checked to see if a review is necessary. In some cases a detailed Schedules of Conservation Works and/or a Maintenance Plan may be sufficient.

### Interpretation

The interpretation of places in the public domain is an important aspect of helping both the local community and visitors to the Shire achieve a thorough understanding of heritage places and should therefore form part of the strategic heritage aims for the Shire.

## Resourcing

Sourcing the necessary funds to adequately maintain, conserve and interpret the Shire's heritage assets needs to be addressed via annual budget allocations and grants programs. Decisions by the Shire about what conservation works to fund, or seek funding for, should be based on detailed and prioritised advice from either a Conservation Plan or a Maintenance Plan, with works supervised by an experienced conservation architect.

### Actions:

- Shire owned heritage places should be afforded the relevant recognition and protection under the Municipal Inventory, the Local Planning Scheme and the State Register of Heritage Places, depending on the level of significance.
- Where necessary, Conservation Management Plans, Schedules of Conservation Works or Maintenance Plans to be prepared for Shire owned heritage places.
- Council to consider ongoing budget allocations for the maintenance and conservation of Shire owned heritage assets.
- Investigate interpretive requirements for Shire owned heritage places through measures such as Interpretation Plans, Heritage Trails and Cross-Regional Trails.
- Source funding to adequately maintain, conserve and interpret the Shire's heritage assets.

## 7. Heritage Incentives

The Shire of Jerramungup can support and encourage property owners and local community groups to conserve, restore and interpret their heritage places either by continuing to support existing measures, actively implementing current provisions and/or introducing new initiatives.

Examples of ways other Local Governments have provided heritage incentives are available at the Heritage Council's website <http://stateheritage.wa.gov.au/about-us/importance-of-heritage/local-government/creating-incentives-for-owners>.

### Heritage Funding

Existing funding programs are available to assist private property owners and community groups with the documentation, restoration and interpretation of their heritage buildings. By promoting the funding sources and assisting with the application process, the Shire can potentially attract heritage grants to the district which can have a positive flow-on in the wider heritage arena.

### Heritage Loan Subsidy Scheme

The Heritage Loan Subsidy Scheme, administered by the WA Local Government Association (WALGA) and the State Heritage Office, provides for an interest rate subsidy of 4% on loans for approved conservation works, thus offering owners significant savings.

The types of items previously funded include works to verandahs, fencing, chimneys, tuck-pointing and wall restoration.

There are currently approximately 25 local governments participating in the Scheme. The Shire of Jerramungup is currently not a participant.

Loans can be arranged through the financial institution of the owner's choice. To be eligible the property must be listed on one of the following:

- The Local Government heritage list (MI &/or TPS)
- The State Register of Heritage Places
- The Commonwealth's Register of the National Estate or National Heritage List
- The National Trust of Australia (WA) List of Classified Places.

Further information on the Scheme is available from the Administration Officer, Heritage Loan Subsidy Scheme, P: (08) 6552 4000 or 1800 524 000 (freecall).

### **Variation of Town Planning Scheme Provisions**

The Shire of Jerramungup Local Planning Scheme No. 2, 2012 (Sections 5.5 and 7.5) contains clauses that allow the variation of provisions of the Scheme where its objective is to ensure the conservation of a heritage place. This provision gives the Shire considerable freedom to negotiate a suitable heritage outcome with property owners. It may benefit not only the property owner but also the local community as a heritage place can be conserved and the development potential of the property realised through collaborative and creative planning.

### **Waiving of Fees for Heritage Listed Places**

Depending on the current fee structure employed by the Shire for planning and building applications, it may be worthwhile for the Shire to consider waiving planning application fees for heritage listed places. In this way the Shire can constructively support landowners with their efforts to conserve and enhance their heritage places.

### **Heritage Advisory Service**

The Shire can facilitate the provision of expert conservation advice to property owners through the appointment of a Heritage Advisor. Owners of heritage places included in the Municipal Inventory could be eligible to receive heritage advice on an as-needs basis.

#### **Actions:**

- Promote heritage grants programs and provide assistance to private property owners and community groups with the application process.
- Consider joining the Heritage Loan Subsidy Scheme to assist eligible property owners in the Shire.

- Support the variation of relevant provisions under the Local Planning Scheme to facilitate the conservation of heritage places.
- Consider options of waiving planning application fees to support conservation of heritage buildings.
- Facilitate the provision of expert heritage through the appointment of a Heritage Advisor.



Memorial Plaque – Colin Cameron. The type of memorial to be considered for the MHI.

## 8. Training and Education

The training of Shire staff and Councillors is important in ensuring the ongoing protection, conservation and enhancement of Jerramungup's heritage places into the future. The Shire can augment its general management of heritage by engaging the services of a Heritage Adviser. Additionally, maximising contact with heritage agencies such as the State Heritage Office and the National Trust of Australia (WA) can have positive benefits in terms of access to expert advice, dissemination of information and management of heritage places. Establishing partnerships with other organisations such as the Western Australian Museum is also recommended

### Actions:

- Enable interested Shire staff and Councillors to attend the annual State Heritage Office Heritage Management and Planning Seminar.
- Enlist the services of a Heritage Adviser to provide advice and assistance on a range of heritage issues within the Shire.
- Include 'Heritage' as part of the induction process for elected members. Add a section on heritage to the induction manual.
- Encourage good communication and working relationships with relevant heritage agencies and organisations.

## 9. Community Engagement

Effective management of heritage at the local level relies on an informed and engaged community. To achieve this, local residents should be encouraged to enhance their understanding and appreciation of the district's heritage. There are various ways in which local government can work towards this objective.

### Actions:

- Investigate the establishment of a collection of heritage resources at the Shire Library inclusive of a collection of reference material, contact details for heritage specialists and trades, contact information for relevant heritage organisations.
- Promote the actions and outcomes in the Heritage Strategy with the Community Resource Centre.
- Consider promotional and educational initiatives such as a regular heritage column in the local newsletter and establishing a heritage section on the Shire's website which could include a link to the Shire's Municipal Inventory.
- Shire staff to consider including copies of the Municipal Inventory and Conservation Management Plans for Shire owned heritage assets on the website in PDF format.
- Consider the establishment of heritage trails using digital technology.
- Explore any strategic partnerships to promote heritage places across the wider regional area, especially with regard to cultural tourism.

## 10. Adoption, Implementation and Review of the Heritage Strategy

The Shire of Jerramungup Heritage Strategy should be considered and reviewed by Council. Following consideration Council should adopt the Strategy and support the implementation of the recommendations.

Sufficient allocation of resources should be directed to the incremental implementation of the Strategy, inclusive of maintaining current allocations for heritage places and projects and making provision for future investment.

The Heritage Strategy should be reviewed on an annual basis in order to monitor progress and ensure that activities are undertaken according to the priorities. Furthermore, the Strategy should be reviewed in full every five (5) years to assess its effectiveness and set new priorities for the future. The review process will help to ensure the Strategy remains a current and effective strategic tool for the Shire to help it protect, conserve and manage its heritage.

A Progress Report template has been included in Appendix 2 to record when an activity is commenced as well as when an activity has been completed.

### Actions:

- The Shire of Jerramungup to consider the adoption of the Heritage Strategy.
- The Heritage Strategy should be reviewed annually to monitor progress. The annual review should be presented to Council for noting.
- The Heritage Strategy should be reviewed in full every five(5) years.

## 11. Priorities and Reporting

The following are considered the most urgent actions arising from this report. A full table of all actions and their relative priority is included at Appendix 2 as part of the Progress Report template.

<b>Section</b>	<b>Action</b>
<b>2. Local Government Municipal Heritage Inventory</b>	<p>Initiate a review of the municipal inventory as soon as possible – if an allocation is not currently budgeted for the review then seek a budget allocation for 2015-16.</p> <p>Assign a staff member to oversee the day-to-day management of the municipal inventory.</p> <p>Establish a MHI scope of work to ensure the review is targeted to achieve maximum outcomes.</p>
<b>3. Heritage in the Local Planning Scheme</b>	Following a review of the MHI, prepare a Heritage List in accordance with Section 7.1 of the Local Planning Scheme.
<b>4. Heritage Council of WA database</b>	During the review of the MHI, consider all places in the Shire that are listed in the InHerit database for possible inclusion in the MHI.
<b>5. State Register of Heritage Places</b>	Shire staff to ensure that any development applications received for State Registered Places are referred to the Heritage Council of WA in accordance with the Heritage of Western Australia Act 1990.
<b>6. Heritage Places owned by the Shire of Jerramungup</b>	Shire owned heritage places should be afforded the relevant recognition and protection under the Municipal Inventory, the Local Planning Scheme and the State Register of Heritage Places, depending on the level of significance.
<b>7. Heritage Incentives</b>	Promote heritage grants programs and provide assistance to private property owners and community groups with the application process.
<b>8. Training and Education</b>	Enlist the services of a Heritage Adviser to provide advice and assistance on a range of heritage issues within the Shire.
<b>9. Community Engagement</b>	Promote the actions and outcomes in the Heritage Strategy with the Community Resource Centre.
<b>10. Adoption, Implementation and Review of the Heritage Strategy</b>	The Shire of Jerramungup to consider the adoption of the Heritage Strategy.

## 12. Heritage Contacts and Support

### Shire of Jerramungup

Officer Name:	Craig Pursey	Name:	Stephen Carrick
Position:	Planning Officer	Position:	Heritage Adviser
Telephone:	9837 4070 0458 705 283	Telephone:	0457 309 201
Email:	planning@jerramungup.wa.gov.au	Email:	stephen.carrick09@gmail.com
Website:	<a href="http://www.jerramungup.wa.gov.au">www.jerramungup.wa.gov.au</a>		

### State Heritage Office

Telephone:	(08) 6552 4000
Freecall:	1800 524 000
Address:	Bairds Building Address 491 Wellington Street Perth
Postal:	PO Box 7479 Cloisters Square PO WA 6850
Email:	<a href="mailto:info@stateheritage.wa.gov.au">info@stateheritage.wa.gov.au</a>
Website:	<a href="http://www.stateheritage.wa.gov.au">www.stateheritage.wa.gov.au</a>

### National Trust of Australia (WA)

Telephone:	(08) 9321 6088
Facsimile:	(08) 324 1571
Address:	The Old Observatory 4 Havelock Street West Perth
Postal:	PO Box 1162 West Perth WA 6872
Email:	<a href="mailto:trust@ntwa.com.au">trust@ntwa.com.au</a>
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## Appendix One: Glossary

Reference: This Glossary has been reprinted with the kind permission of Tanya Henkel. (Extract: 2013 Heritage Strategy for the Shire of Cue by Tanya Henkel).

In any specialist field it is sometimes necessary to use terminology that may not be familiar to some people. In addition, some terms and expressions in common usage are interpreted differently by different people. Therefore, for the sake of consistency and a common understanding, this glossary is provided to clarify the meaning given to the most widely used terms.

**Burra Charter** – This is a document that outlines the main principles and practices that guide the conservation of significant places in Australia. It was prepared by Australia ICOMOS (International Council of Monuments and Sites), and is the widely accepted standard for heritage conservation practice in Australia. Many, but not all, of the terms in this glossary were originally defined in the *Burra Charter*.

**Compatible Use** – A use which involves no change to the culturally significant fabric, changes which are substantially reversible, or changes which require a minimal impact.

**Conservation** – Means all the processes of looking after a place so as to retain its cultural significance. It includes maintenance and may, according to circumstances, include preservation, restoration, reconstruction, adaptation and will commonly be a combination of more than one of these.

**Conservation Management Plan (CMP or conservation plan)** – A document that details how to identify and look after the significant cultural values of a place. Its preparation is a systematic way of considering, recording and monitoring actions and decisions relating to all aspects of managing a place. There are guidelines for the preparation of conservation management plans to ensure that all important matters are considered; refer to James Semple Kerr's *The Conservation Plan* (available as a free download from <http://australia.icomos.org/publications/the-conservation-plan>).

**Cultural Heritage** – Something inherited from the past and valued enough today to leave for future generations. This could include buildings, objects, traditions, stories and so on.

**Cultural Heritage Significance** – Aesthetic, spiritual, historic, scientific or social value for past, present or future generations.

**Heritage Place** – a site, area or building valued for its cultural heritage significance, together with associated contents and surrounds.

**Heritage Act** – The *Heritage of Western Australia Act 1990*, as amended from time to time. It is this Act that requires each local government to prepare a Municipal Heritage Inventory.

**Heritage Assessment** – A systematic assessment that describes a place and its setting and states the significant heritage values of the place based on the criteria outlined in the *Burra Charter*. It is preferable for such assessments to be undertaken by people with relevant experience in this area of expertise.

**Heritage Impact Statement** – 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, and outlines measures proposed to mitigate any identified impact.

**Interpretation** - Is 'a means of communicating ideas and feelings which help people enrich their understanding and appreciation of their world, and their role in it' (Interpretation Australia). Effective interpretation allows visitors to gain a greater understanding of a place based upon its significance.

**Management Category** – A designation applied to each place included in the Municipal Heritage Inventory that gives guidance as to how the future of that place should be managed by the owner, developer and/or Council.

**Maintenance** – The continuous protective care of the fabric, contents and setting of the place and is to be distinguished from repair. Repair involves restoration or reconstruction.

**Municipal Heritage Inventory** – A list of places that, in the opinion of the Council, reflect the cultural heritage of the Shire. It could be thought of as a list of the community's heritage assets, and as with any other kind of assets, it is first necessary to know what they are before they can be properly managed. The Municipal Heritage Inventory (MHI) provides no statutory protection; it simply identifies places of heritage significance within the local government area. All or part of the MHI can be included on the local government authority's Heritage List which is incorporated as part of the town planning scheme and ensures statutory protection.

**Precinct** – An area defined by the Town Planning Scheme for planning purposes.

**Preservation** – Maintaining the fabric of the place in its existing state and retarding deterioration.

**Reconstruction** – Returning a place as nearly as possible to a known earlier state by the introduction of materials (old or new).

**Restoration** – Returning the EXISTING fabric to a known earlier state by removing accretions or by reassembling existing components without the introduction of new material.

**Significance** - Means the importance and meaning we place on a landscape, site, building, object, collection or installation in the past, now and in the future. Significance is not absolute. It's about value. Different people value different things at different times in their lives. Values can be personal, family, community, national and/or international. Significance is assessed in terms of:

- historic values
- aesthetic values
- scientific values
- social values
- spiritual values

**Statement of Significance** – A statement that clearly and concisely sets out the significant heritage values of a place, based on the criteria set out in the Burra Charter. Shire

## Appendix Two: Progress Report template

Priorities: **High** – within twelve months; **Medium** – within 2-3 years; **Low** – within 4-5 years; **Ongoing** – to be incorporated into regular staff workload.

Section	Action	Priority	Outcome
<b>2. Local Government Municipal Heritage Inventory</b>	Initiate a review of the municipal inventory as soon as possible – if an allocation is not currently budgeted for the review then seek a budget allocation for 2015-16.		
	Assign a staff member to oversee the day-to-day management of the municipal inventory.		
	Establish a MHI scope of work to ensure the review is targeted to achieve maximum outcomes.		
	Shire staff to investigate participation in the State Heritage Office's on-line database project "Inherit" for ongoing and future digital management of municipal inventory data.		
	Update the municipal inventory annually and/or as information is received.		
<b>3. Heritage in the Local Planning Scheme</b>	Following a review of the MHI, prepare a Heritage List in accordance with Section 7.1 of the Local Planning Scheme.		
	Ensure the Heritage List is provided along with the Local Planning Scheme documents on the Shire's website and when provided in hard-copy.		
	Council to prepare a Local Planning Policy for Heritage Conservation and Development to assist the local government in making decisions under the Scheme about heritage places. The LPP should make reference to State Planning Policy 3.5 Historic Heritage Conservation and include application		

	requirements for heritage listed places such as Heritage Impact Statements, Structural Condition Assessments and Archival Recording and Development Plans in instances of proposed demolitions.		
	Consider the referral of Planning and Development applications concerning heritage listed places (TPS and/or MI) to the Heritage Adviser for comment to ensure that Council is informed of heritage impacts in its decision-making process.		
<b>4. Heritage Council of WA database</b>	During the review of the MHI, consider all places in the Shire that are listed in the InHerit database for possible inclusion in the MHI.		
	Request notification from the Heritage Council when places in the Shire are added to InHerit for any reason.		
<b>5. State Register of Heritage Places</b>	Shire staff to ensure that any development applications received for State Registered Places are referred to the Heritage Council of WA in accordance with the Heritage of Western Australia Act 1990.		
<b>6. Heritage Places owned by the Shire of Jerramungup</b>	Shire owned heritage places should be afforded the relevant recognition and protection under the Municipal Inventory, the Local Planning Scheme and the State Register of Heritage Places, depending on the level of significance.		
	Where necessary, Conservation Management Plans, Schedules of Conservation Works or Maintenance Plans to be prepared for Shire owned heritage places.		
	Council to consider ongoing budget allocations for the maintenance and		

	conservation of Shire owned heritage assets.		
	Investigate interpretive requirements for Shire owned heritage places through measures such as Interpretation Plans, Heritage Trails and Cross-Regional Trails.		
	Source funding to adequately maintain, conserve and interpret the Shire's heritage assets.		
<b>7. Heritage Incentives</b>	Promote heritage grants programs and provide assistance to private property owners and community groups with the application process.		
	Consider joining the Heritage Loan Subsidy Scheme to assist eligible property owners in the Shire.		
	Support the variation of relevant provisions under the Local Planning Scheme to facilitate the conservation of heritage places.		
	Consider options of waiving planning application fees to support conservation of heritage buildings.		
	Facilitate the provision of expert heritage through the appointment of a Heritage Advisor.		
<b>8. Training and Education</b>	Enable interested Shire staff and Councillors to attend the annual State Heritage Office Heritage Management and Planning Seminar.		
	Enlist the services of a Heritage Adviser to provide advice and assistance on a range of heritage issues within the Shire.		
	Include 'Heritage' as part of the induction process for elected members. Add a section on heritage to the induction manual.		
	Encourage good communication and working		

	relationships with relevant heritage agencies and organisations.		
<b>9. Community Engagement</b>	Investigate the establishment of a collection of heritage resources at the Shire Library inclusive of a collection of reference material, contact details for heritage specialists and trades, contact information for relevant heritage organisations.		
	Promote the actions and outcomes in the Heritage Strategy with the Community Resource Centre.		
	Consider promotional and educational initiatives such as a regular heritage column in the local newsletter and establishing a heritage section on the Shire's website which could include a link to the Shire's Municipal Inventory.		
	Shire staff to consider including copies of the Municipal Inventory and Conservation Management Plans for Shire owned heritage assets on the website in PDF format.		
	Consider the establishment of heritage trails using digital technology.		
	Explore any strategic partnerships to promote heritage places across the wider regional area, especially with regard to cultural tourism.		
	<b>10. Adoption, Implementation and Review of the Heritage Strategy</b>	The Shire of Jerramungup to consider the adoption of the Heritage Strategy.	
The Heritage Strategy should be reviewed annually to monitor progress. The annual review should be presented to Council for noting.			
The Heritage Strategy should be reviewed in full every five(5) years.			