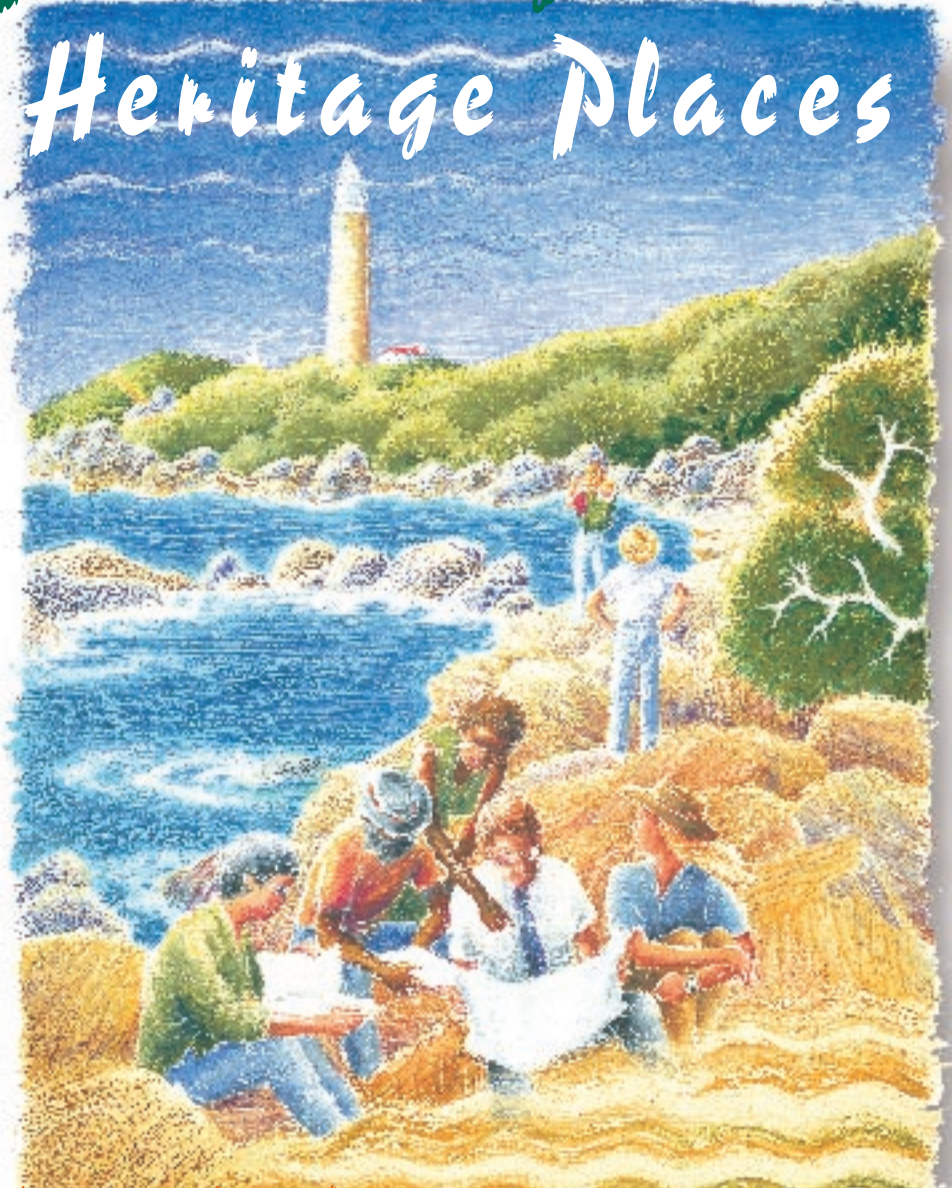


Protecting Local Heritage Places



A guide for communities



Protecting Local Heritage Places

A guide for communities

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Foreword

I like to speak of Australia's culture at present as one of creative search and not of denial of the past. It is in this positive way that all Australians should think about their heritage. We all have our favourite places on this earth. Places that touch a chord, remind us of something special, link us with our past. They may include a favourite fishing spot, a secluded inlet, the local post office, a lighthouse.

When we, as a community, feel this way about one or more places, they start to tell a story about who we are. They become chapters in the continuing tale of human history and as such constitute our heritage and that of generations to come.

When I took up my role as Chairman of the Australian Heritage Commission, I was very pleased at the prospect of helping in some way, to protect the many heritage places that are special to Australians.

Protecting Local Heritage Places—is a significant and practical step in that direction. It is a 'how to do it' guide for all those interested in caring for their heritage, both natural and cultural. Its aim is to help local communities look after their own heritage.

The strength of this book is that it contains the best of what Australians currently know about doing this job. We have drawn together, through workshops and submissions from all over the country, the current wisdom of how to identify and care for our heritage places. Its many case studies from communities around Australia, show this work in action.

It is my hope that the knowledge in this book, combined with the efforts of many dedicated Australians, will help to create a rich and enduring chapter for future generations to enjoy.

A handwritten signature in blue ink, appearing to read 'Peter King'.

Peter King
Chairman
Australian Heritage Commission

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Introduction



Chapter 1. Heritage places

Heritage places come in all shapes and sizes – from a rural post office to a coastal midden to a large forested area. This chapter looks at what we mean by heritage places and why we should protect them.

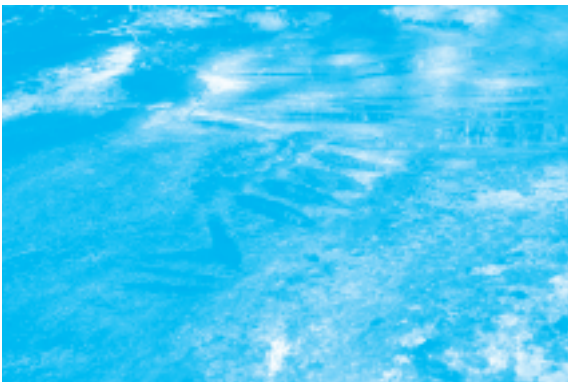




Tree fern understorey in eucalypt forest in East Gippsland, Victoria.



West Maitland Post Office, New South Wales.



*Aboriginal grinding grooves, Holsworthy Military Training Area (Cubbitch Barta National Estate Area), NSW. Courtesy of the Tharawal Local Aboriginal Land Council.
Photograph: Peter Kelly*

Who is this guide for?

This guide contains information to help individuals and groups working locally to identify, conserve and protect heritage places. It will be particularly helpful for community groups such as indigenous communities, local nature conservation groups, historical societies, and Coastcare and Landcare groups, as well as for local government officers.

How can this guide help?

Whatever the extent of your interest and involvement, this guide will provide ideas and options on how to identify, conserve and protect heritage places in Australia. Some of the ideas presented you will already know about, others may be new. Adapt the ideas listed to suit different circumstances – choose the approach that suits you best.



Many State and Territory governments have developed specific processes and requirements for local heritage identification, conservation and protection. You may need to tailor the process you develop to meet those localised processes and requirements. Refer to the Resources section of the guide for State and Territory heritage agency contact details.



Finding your way around the guide

The guide is divided into sections which:

- describe how to plan your approach to, and involve others in, conserving and protecting heritage places in your local area (Chapter 2)
- describe how to identify heritage values through a heritage study, so that conservation actions can be based on a good understanding of the heritage significance of places (Chapters 3, 4 and 5)
- describe methods for conserving and protecting heritage places within the local area after they have been identified and their heritage significance assessed, including developing a conservation plan (Chapters 6, 7 and 8)
- describe techniques for monitoring and measuring the results of your actions, or of heritage conservation generally (Chapter 9)
- list contact details for Commonwealth, State, Territory, local government and non-government heritage organisations, and useful references (Resources section).

A glossary of terms and a feedback form are at the back of the guide.

What is a heritage place?

Australia's heritage, shaped by nature and history, is an inheritance passed from one generation to the next. It encompasses many things – the way we live, the traditions we hold dear, our history and values. It is also reflected in the natural and cultural diversity of places and objects that help us to understand our past and our effect on the Australian landscape. This guide focuses on heritage places.

Heritage places are often described as either natural or cultural places. In reality, heritage places usually possess many different values, ranging from natural values at one end of the spectrum through to cultural values at the other. For example, the vast landscape of Kakadu contains important ecosystems, wonderful Aboriginal paintings and engravings, sites of great spiritual significance and interesting historic features. Understanding this complex heritage place means recognising all elements and respecting all values.



A heritage place is...

A heritage place is... a specific area or site, perhaps a large area such as a whole region or landscape, or a small area such as a feature or building, which is valued by people for its natural and/or cultural heritage significance.

Natural heritage significance means the importance of ecosystems, biological diversity and geodiversity for their existence value, and/or for present or future generations of Australians in terms of their scientific, social, aesthetic and life support value (definition from the *Australian Natural Heritage Charter: Standards and principles for the conservation of places of natural heritage significance*, 1996).

Cultural heritage significance means aesthetic, historic, scientific or social value or other special value for future generations of Australians as well as for the present community (definition from The Burra Charter: *The Australia ICOMOS Charter for Places of Cultural Significance*, 1999, Australia ICOMOS (International Council on Monuments and Sites)).

For indigenous people, the significance of a place is the spiritual, social, historic, and aesthetic value which the place holds for the community or groups in the community. It may also include the scientific value of the place (definition adapted from *Draft Guidelines for the Protection, Management and Use of Aboriginal and Torres Strait Islander Cultural Heritage Places*, 1997).

- they have natural or cultural values which should be handed on to future generations
- there are social, spiritual or ethical (including respect for existence or intrinsic values) obligations to do so
- there are legal obligations to do so contained in planning, indigenous sites or endangered species legislation.

When communities work together to identify and conserve heritage places, they can reflect on the past and build stronger bonds for the future. Keeping these places enables the community to experience again and again the pleasures they offer. Once lost, they are gone forever. No record or photograph can ever

substitute for an actual place.



Standards for heritage conservation

Heritage practitioners in Australia have developed an agreed process to guide decision-making about both natural and cultural heritage places. This process is shown in the flow chart on page 5, and is reflected in a set of charters and guidelines that outline standards and principles for the conservation of places of heritage significance. These documents, listed in the Resources section of the guide, are:

Why protect heritage places?

The reasons for protecting heritage places may be aesthetic, economic, historic, ethical, environmental, legal or even personal. A community may want to protect heritage places because:

- they are a link with the past, a reminder of special moments in lives, history or culture
- they are part of a location's special identity which could bring economic as well as other benefits to the area

- *Australian Natural Heritage Charter: Standards and principles for the conservation of places of natural heritage significance* 1996, Australian Committee for IUCN (International Union for the Conservation of Nature and Natural Resources)
- The Burra Charter: *The Australia ICOMOS Charter for Places of Cultural Significance*, 1999, Australia ICOMOS (International Council on Monuments and Sites).
- A set of *Draft Guidelines for the Protection, Management and Use of Aboriginal and Torres Strait Islander Heritage Places*, 1997, now out of print, covers similar material for Indigenous heritage. For more information on the updated document, *Respecting Indigenous Heritage Places: A Practical Guide*, contact the Director, Indigenous Heritage Section, Australian Heritage Commission, GPO Box 787, Canberra, ACT, 2601, ph: (02) 6274 2111.

The key process for heritage place management outlined in these documents emphasises the importance of:

- understanding the heritage significance of a place, and developing objectives for its conservation in a

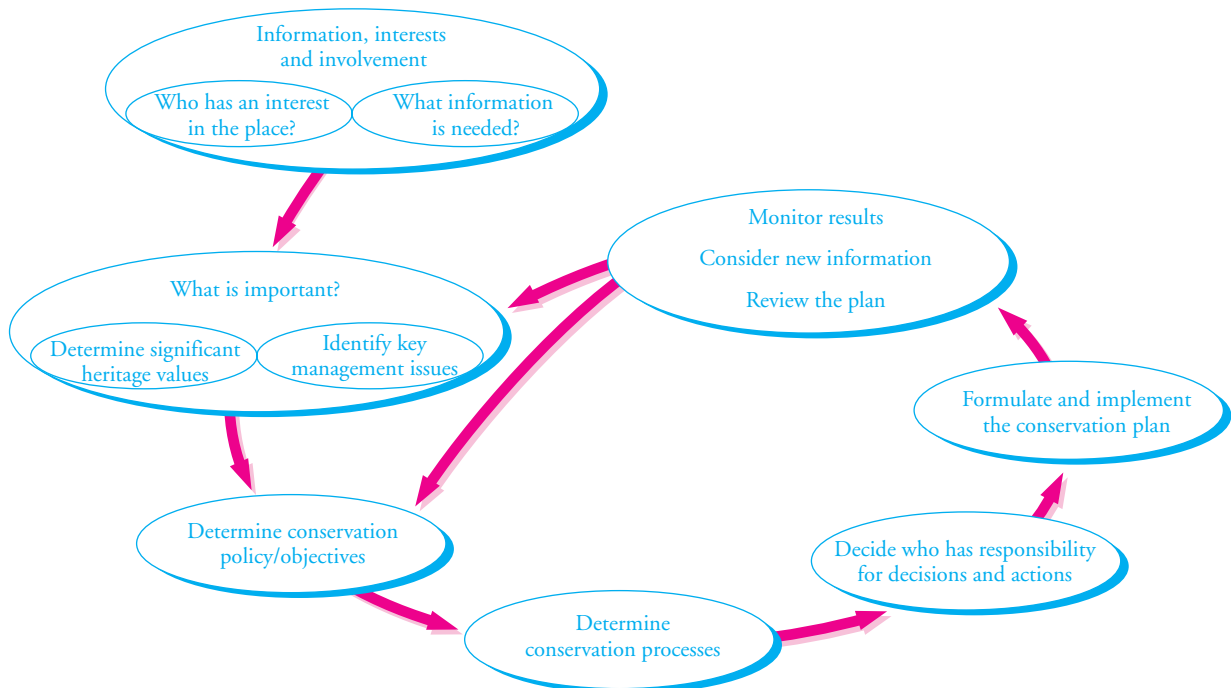
logical way, based on maintaining its heritage significance

- involving key people in any actions or decisions about heritage places in which they have an interest and, in the case of Aboriginal and Torres Strait Islander people, recognising they have the right to be involved in decisions affecting their heritage and its ongoing management
- developing conservation objectives or policies which guide conservation action
- choosing appropriate conservation processes (or actions) to protect the significant values of a place within the management opportunities and constraints of the place
- developing a conservation plan
- monitoring and evaluating the action taken, then reviewing the conservation plan.

Following this process will ensure that all key people are involved in identifying heritage places, and that conservation strategies result in actions to protect the significance of places.

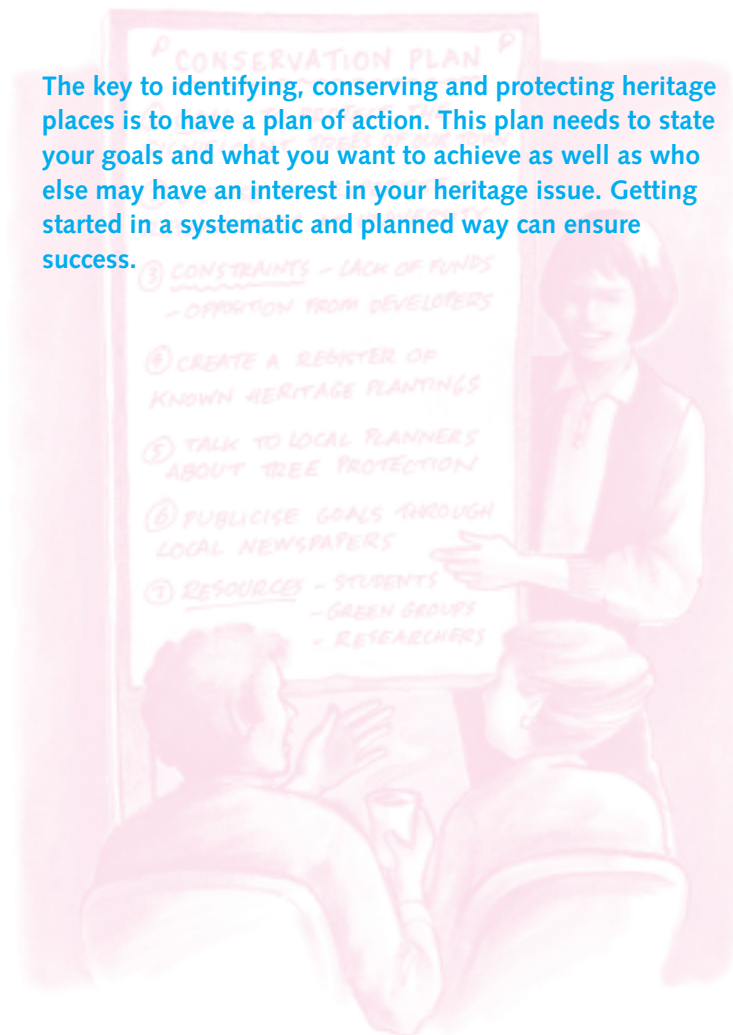
The basic steps are outlined below in the flow chart.

The process of heritage place management

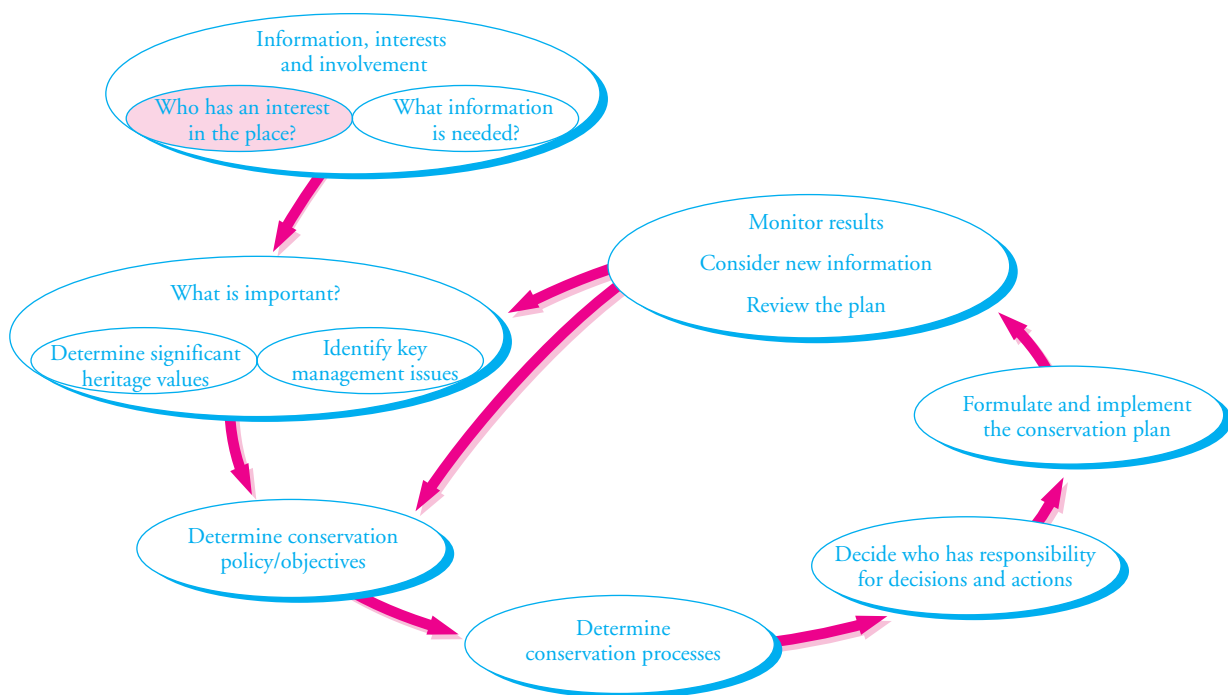


Getting Started

The key to identifying, conserving and protecting heritage places is to have a plan of action. This plan needs to state your goals and what you want to achieve as well as who else may have an interest in your heritage issue. Getting started in a systematic and planned way can ensure success.



The process of heritage place management



Chapter 2.

Planning your approach

Effective action for heritage protection requires careful planning. It is important to be clear about your goals, and involve other people, groups or organisations who have an interest in your plans. This chapter explains how to create a guiding plan for your action and identify who else may have an interest in the plan.



Planning your approach involves the following actions:

- clarify your goals
- identify who else has an interest
- create a plan of action.



Entrance Face and Towers at Luna Park, Sydney. This immense smiling entrance face and the towers framing it form a dramatic and conspicuous entrance to Luna Park, an important landmark on Sydney Harbour.

Your approach to protecting heritage places in the local area will depend on:

- who you are, for example, an indigenous community organisation, an interested individual, a heritage committee member or a local government heritage officer



The settlement of Port Arthur in Tasmania represented a hesitant but willing attempt at penal reform by incorporating rehabilitation into the punishment.



Lord Howe Island World Heritage Area.



- available resources, for example, time, equipment, skills, supporters and funds
- the size of your area of interest, for example, a building, a patch of remnant bushland, a site or landscape with indigenous heritage significance, or an entire town or geographic area
- how much you already know about the heritage significance of places in the local area.

Clarify your goals

Before beginning to create a plan of action for heritage protection, it is useful to clarify your goals.

The first question to ask is: Why do you want to take action for heritage conservation?

The next question is: What do you want to do?

Do you want to:

- protect remnant bushland in your local government area

- protect and conserve a local community hall
- maintain the character of the main street of your town
 - learn about the indigenous heritage of your local area
 - include heritage protection within a larger planning framework, such as catchment planning
 - make sure that heritage places are properly considered in planning decisions?

There are a number of guides which detail a process for coming up with goals and planning action. See the strategic planning list in the Resources section of the guide.

Identify who else has an interest

There will be a range of people, groups or organisations who have an interest in the heritage places in your local area or other places you have an interest in. They include the local council, property owners, property managers, indigenous custodians of the country, ethnic groups, conservation groups, developers and industry groups. If you want to protect heritage in your local area, it can pay to first identify these other people, groups or organisations and then talk with them. They may:

- be able to work with you to help achieve your goals
- be able to provide information about heritage places

- have a right to be consulted
- have views about heritage places or your goals that you need to consider.

Casting the net widely and identifying a range of interests early on can help to build a process that meets the needs of all those interested, and identify conflicting interests and plan ways of dealing with them.

If your goals involve places that might have indigenous heritage values, make sure that local indigenous communities are centrally involved in decisions about whether heritage identification or conservation action should proceed, and in planning and undertaking any action that does occur.

Asking the following questions can help to identify interested people:

- Who knows about local natural and cultural heritage?
- Who owns heritage places in the local area?
- Who has custodial, caretaker or legal responsibility for local heritage places?
- Who lives or has lived in local heritage places?
- Who has worked at or earned a living from local heritage places?
- Who is interested in using local heritage places, now or in the future?
- Who is interested in protecting or conserving local heritage places?
- Who is interested in your goals? Who would support action towards reaching your goals?
- Who will the achievement of your goals affect, either positively or negatively?
- Who has had similar goals to yours in the past?
- Who needs to be kept informed about progress towards reaching your goals?

Who might be interested?

Build up a network of contacts by asking those you discuss your plans with to recommend other individuals and organisations who they think may have an interest in what you want to do.

They could include the following:

Local government:

- elected representatives or councillors
- advisory committees
- local council officers, for example, library staff, conservation or environmental officers, heritage officers, strategic or statutory planning officers, works managers or engineers
- regional organisations of councils
- members of Environs Australia, the local government environmental network.

Community organisations:

- historical societies
- local Aboriginal or Torres Strait Islander community organisations or land councils
- natural environmental groups such as field naturalists or bird observers; conservation councils
- friends groups or committees of management for local heritage places, for example, bushland reserves or the local museum
- a local branch of the National Trust
- catchment management or Coastcare, Waterwatch and Landcare groups
- Rotary, Apex or other service clubs
- special interest clubs and associations who use the place you are interested in, for example, arts groups, sporting clubs, bushwalking clubs, recreational fishing clubs or diving clubs.

Indigenous communities, organisations and individuals:

- traditional owners or custodians
- local indigenous community members
- local, regional, State or Territory Aboriginal and Torres Strait Islander land councils

- native title organisations
- indigenous heritage officers
- State or Territory offices of Aboriginal and Torres Strait Islander affairs and sites authorities
- Aboriginal and Torres Strait Islander Commission regional, State or Territory offices.

Commonwealth, State or Territory government departments:

- agriculture, arts, electricity and water, environment, heritage, national parks, planning, resources, tourism and transport departments.

Schools and educational institutions:

- local primary and secondary schools (public and private)
- tertiary institutions.

Landholders/landowners:

- leaseholders
- freehold title holders
- native title holders
- custodial owners (indigenous people who have responsibility for caring for the land).

Other associations, organisations and individuals:

- main street and traders committees
- progress associations
- tidy town committees
- regional development organisations
- industry organisations
- private sector developers, business owners or corporations
- individuals with a personal or work-related interest in some aspect of heritage, for example, local botanists or bird-watchers.

Check the Resources section of the guide for contact details of heritage organisations.

Create a plan of action

Developing a plan of action can help to clarify your direction, and detail the steps that need to be carried out. A plan can also be used as the basis of a funding application or a brief to present to potential consultants, as background information for others who might want to help, or as the foundation for a media release to publicise your concerns or actions.

A plan could contain:

- goals
- opportunities and constraints
- strategies
- actions
- priorities
- human resources and responsibilities
- community and stakeholder participation
- funding
- timing
- review.



Goals

For example, your goals may be:

- to protect remnant bushland in your local government area
- to protect and conserve a local community hall
- to maintain the character of the main street of your town
- to learn about the indigenous heritage of your local area
- to include heritage protection within a larger planning framework, such as catchment planning
- to make sure that heritage places are properly considered in planning decisions.

Opportunities and constraints

Identify the opportunities and constraints for achieving your goals. This will help to keep expectations at a realistic level.

Opportunities or resources to consider include:

- availability of skills and technical expertise
- availability of local and professional knowledge
- key players wanting to work in partnership
- availability of funds
- enthusiasm.

Constraints to consider include:

- level of funding and other resources
- amount of people hours needed
- expertise available
- policy and legal requirements
- constraints imposed by the requirements of maintaining the significance of the place/places
- likely opposition
- time available.

Strategies

Work out strategies that will help to reach each of your goals. For example, strategies to achieve the goal of protecting remnant bushland in your local government area could include:

- doing a heritage study to find out about the location and heritage values of remnant bushland in your local government area
- lobbying industry, or local, State or Territory government agencies to develop a conservation plan
- raising community awareness about the heritage values of remnant bushland
- investigating ways of protecting remnant bushland through the planning scheme.

Actions

For each strategy, develop actions. For example, actions could include:

- applying for funding to conduct a heritage study
- writing articles for newspapers about the project and the remnant vegetation of the area
- talking to local planners about protection options under the planning scheme.

Priorities

To make best use of available resources, work out which strategies and actions will be your priorities.

Ask:

- How much time do you have – how urgent is it?
- Which strategies and actions are likely to be the most effective?
- How much enthusiasm and support do you have?
- What skills and resources can you use?
- Which actions could help to build more support or gain more resources?

Human resources and responsibilities

Consider who is available and able to work on your plan of action. Ask:

- What tasks need doing?
- What skills are needed to do these tasks and who has the skills?
- Who will be responsible for carrying out the tasks?
- Who will make the important decisions?
- How will these decisions be made?

You may decide to form a decision-making group as there may be many different groups or individuals who have identified an interest in the heritage values of the place. The decision-making group should have representatives from all the main groups with a direct interest, including indigenous people. The group must have real power to speak and make binding decisions on the plan of action.

Community and stakeholder participation

Consider how to involve the community, including the indigenous community, and other interested parties in your plans (see the box 'Who might be interested?' on page 12).

Forming active partnerships

Heritage actions can benefit from people working in partnership with other interested parties. Through partnerships you can share the roles, responsibilities and benefits of a project. Potential partners do not need to be motivated by the same factors as you, they just need to want to reach the same goal. A test of a good basis for establishing a partnership relationship is that each partner should benefit individually from the partnership, and together the partners should be able to achieve more than if they were working separately.

Keeping people informed

Another way of working with those who have an interest in your plans is to keep them informed about your actions and give them an opportunity to contribute.



A display in a shopping centre keeps the public informed of the activities and programs administered by Brisbane Forest Park. Photograph: Rodney Atkins.

Ways of doing this include:

- writing a regular column for the local newspaper or contributing to a radio program
- holding street stalls and displays which show examples of the work you have been involved in – photographs of the group at work, examples of heritage places in the area, copies of documents or old maps that have been collected
- starting a newsletter or putting updates in other newsletters or on local notice-boards
- producing a brief progress report or media release highlighting key achievements and the next steps, and inviting people to get involved
- holding a special event such as a walk around heritage features in town or an open day at an important heritage site, with experts on hand to explain it to people.

Seeking input

Invite people who have an interest to contribute their knowledge or views about your plans or actions. Local people have a wealth of knowledge about a place from having lived there and observed it over time.

Inviting views, even if they are in conflict with your own, can be beneficial because it can help to identify issues and viewpoints of which you may not have been aware. An awareness of these views can then inform your actions, making it less likely that you might inadvertently provoke hostility and bad feeling. You may even be able to find a solution which works for all parties.

Funding

Types of funding include:

- Commonwealth – arts, tourism and environment (GreenCorp, and the Natural Heritage Trust programs such as Landcare, Bushcare and Coastcare), as well as the National Estate Grants Program
- State or Territory government heritage grants
- local government grants, loans or in-kind assistance
- sponsorship from business or large organisations
- philanthropic grants from trusts, foundations and corporations with fields of interest that include natural and/or cultural heritage
- fund-raising – it may be possible to enlist the support of experienced community fund-raising groups such as Apex, Rotary, Lions and other service clubs.

Case Study

Council and community working in partnership: Bunbury Big Swamp, Western Australia

In south-west Western Australia, the local Nyungar (indigenous) community and the Bunbury City Council have worked in partnership to interpret the Bunbury Big Swamp area, a sanctuary for wildlife. The community and council collaborated on a project to document the Nyungar community history of the Bunbury area, and to provide interpretation of the swamp from a Nyungar perspective. The council provided funding for the project and the Katijin Nyungar Advisory Committee coordinated the history study. A steering committee with membership from the council and Katijin was set up to oversee the project.

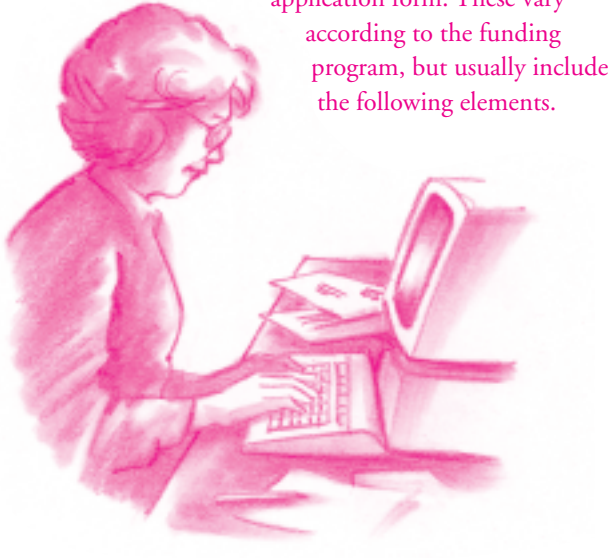
The project has resulted in Nyungar knowledge about the features of the swamp being included in interpretative information about the swamp. The council and the Nyungar community have a commitment for an ongoing collaborative relationship. The commitment was signed by the mayor, the city manager, Nyungar elders and younger Nyungar community members. A bronze plaque was mounted at the swamp site commemorating the commitment.



Reconciliation Plaque at Big Swamp

What information is needed in a funding application?

If your plan of action involves applying for funding, you will need to fill out a funding application form. These vary according to the funding program, but usually include the following elements.



Project description

Describe:

- what you want to achieve
- how you intend to do this
- the location of the study or the natural or cultural heritage places you will be working on
- who will do the work and what skills they have
- how the community will be involved
- whether the relevant indigenous community has been consulted
- whether the project will affect an identified heritage place, for example, a World Heritage place, a place listed in the Register of the National Estate, a State government-listed place or a National Trust-listed place
- the time frame for completing the project
- measures to evaluate and demonstrate whether the project has been successful.

Project budget

Outline:

- what funding you are requesting from the funding program
- what funding or in-kind resources will be provided from other sources
- how the money will be spent, with a breakdown of what will be spent on each item, for example, wages and salary, travel, consultants, materials, administration or training.

When assessing funding applications, program managers are usually concerned that the project is feasible and well planned, and that all necessary approvals have been obtained. To maximise the chances of success, make sure that the application targets any funding priorities and selection criteria nominated by the program manager.

Timing

Work out which action should come first, and what is the best order for the remaining actions. Determine start and end dates for each action, for example, obtaining approvals before the start of works. The start and end dates of actions may overlap. Make a detailed timetable so that you can check how you are going and can see when the busiest times will be.

Review

Decide when and how you will review your plan of action to make sure that you can adapt to changing priorities or new information. A key time to do this would be after assessing the significance of heritage places (see Chapter 4) and before taking action to conserve or protect them (see Chapters 6, 7 and 8).

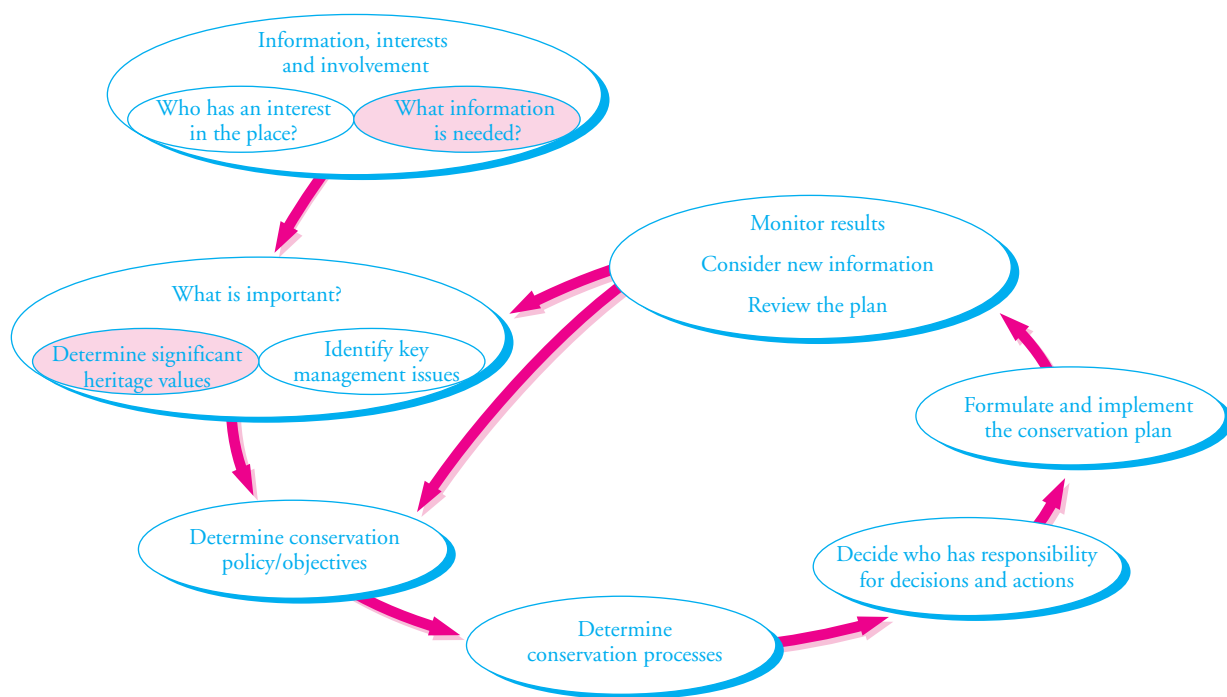
Identifying heritage values

A key principle in heritage conservation is the need to understand the heritage importance or significance of a place before making decisions about how to manage it.

The ways in which a place is important are its heritage values. *Heritage values* can be revealed through doing a heritage study. A study of some remnant bushland, for example, may reveal evidence of an earlier Aboriginal presence in old campsites or highlight the area's importance for maintaining natural processes in the catchment. The area might also contain evidence of a past Chinese settlement, such as a gold mine.

Chapter 3 presents examples of the different types of heritage places and values. Chapter 4 outlines a process for doing a heritage study that can be applied in any situation. Chapter 5 presents more detailed information on collecting heritage information.

The process of heritage place management



Chapter 3.

Heritage places and values

Heritage places have a range of values that communities recognise. These are natural heritage values which include the importance of ecosystems, biological diversity and geodiversity, and cultural heritage values which include the importance of spiritual, aesthetic, historic, social, scientific and other special values. This chapter presents examples of some of the different types of heritage places and their identified values.



Heritage places are often described as either natural or cultural heritage places.

However, many places contain a range of heritage values. For example, it is easy to think of a forested valley, a coastal landscape or a bushland reserve as part of our natural heritage. These places may also contain evidence of past human activity, either from indigenous people or settlers and be part of our cultural heritage.

Within a forest there might be evidence of old sawmills, mines, huts, roads, lime or brick kilns, or even the remains of whole settlements associated with European occupation of the area. The Aboriginal people of the area might attribute particular significance to a feature of the forest for spiritual reasons, and there might be evidence of past Aboriginal occupation of the area in middens near a swamp or earth rings associated with ceremonial grounds.

Places may also be valued by different people for different reasons. A forest ecosystem may have a number of special natural values such as existence or intrinsic, wilderness and scientific values. It may also have cultural values such as aesthetic, historic or social values for a particular community group.

Look at the Register of the National Estate on the Internet (www.ahc.gov.au) to get some idea of the range of heritage places. Other registers are listed in Chapter 4.

Some examples of the different types of heritage places and values are:

- remnant vegetation communities or areas which contain a variety of landscape types and ecosystem elements
- sites which are the habitat of a rare or threatened plant or animal species
- undisturbed environments or environments demonstrating natural processes at work, for example, wetlands, wilderness areas, coastal estuaries or dune systems
- geodiversity features such as fossil sites and geological outcrops, representative or rare soil types, hydrological and other earth processes
- places with evidence of use by indigenous people for activities such as the extraction of raw materials, manufacture of stone tools or trading of materials, or associated with day-to-day living activities such as campsites, shell middens, hunting grounds or particular food collecting places
- places of historic importance to indigenous people, for example, sites of political protest, cattle stations, hostels, halls, churches, town camps and parks
- places of spiritual importance to indigenous people, for example, landscapes, seascapes and features associated with the Dreamtime or Ilan Kustom (Torres Strait Islands), events and places of special significance to indigenous people such as ceremonial places, meeting places and places where people are buried and remembered
- places of cultural contact between indigenous and non-indigenous people, for example, massacre sites, missions and reserves
- archaeological sites
- places of importance to Europeans or ethnic groups, for example, houses, factories, churches, bridges, monuments or cemeteries, or a landscape with a range of evidence related to a particular activity, for example, a mining site that includes miners' huts, the mine, poppet head, water races, sheds or Chinese gardens
- places where particular events took place, even though there may be no physical evidence of the event or activity
- places demonstrating ways of life, customs, land use or designs no longer practised
- places of social value to the community, for example, schools, parks and gardens, community halls, local shops, churches or other religious venues
- places important in the community's history or as part of local folklore, or associated with work or knowledge of country.

The diversity of our heritage places



(above) Adelaide Parkland. Adelaide is the only city in Australia and one of the few in the world encircled by a continuous belt of parkland.



(right) Historic and natural heritage side by side at Ben Boyd's Lookout Tower, Ben Boyd National Park, New South Wales.

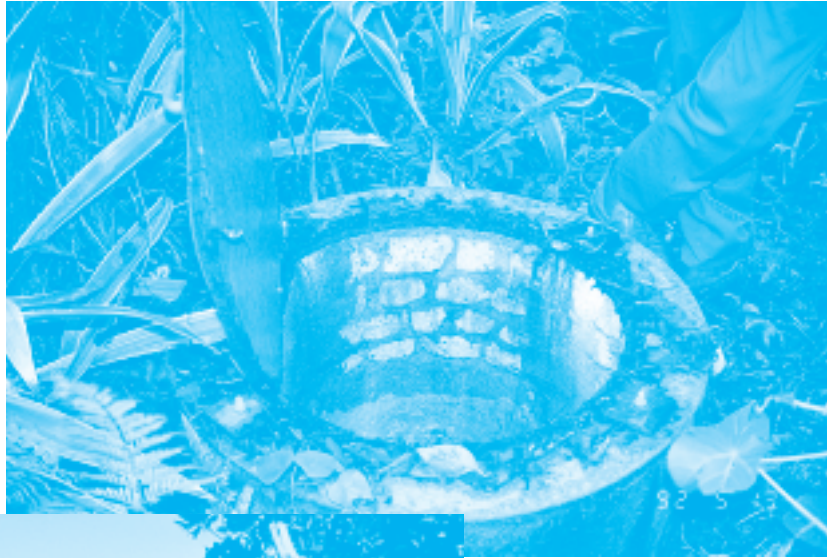
(right) Manly Beach. The promenade with the Norfolk pine plantings represents the importance of the promenade in the nineteenth century. The pines are alleged to be the first of the coastal pine plantings in Sydney.



(left) Batavia Shipwreck at Geraldton in Western Australia is the earliest example of a Vereenigde Oostindische Compagnie (United East India Company) merchant ship known in the world.

CHAPTER THREE

(right) Well at the Quarantine Station on Peel Island. Peel Island is important as the site of several Queensland Government institutions where people could be easily isolated and detained.



(left) Annan River Road Bridge near Cooktown in Queensland is the third longest Australian metal girder bridge and remains in its original condition.

(right) The Darwin Foreshore Area is important for both its natural features and cultural values.



(left) Clump Mountain National Park on Cape York contains relatively large areas of wet and very wet lowland mesophyll vine forest, which is an endangered vegetation community in Australia following large-scale clearing for agriculture.

(right) One of the numerous wrecks in the Kent Island group. Wreckage of SS Karitane, Deal Island, Tasmania.



(above) Penguins, a thriving part of the Macquarie Island ecosystem.

*(below) Members of the Tharawal local Aboriginal Land Council discussing the management of Aboriginal sites with Department of Defence Environment Officer, Holsworthy Military Training Area, (Cubbitch Barta National Estate Area), NSW.
Photograph: Peter Kelly*



(left) Mining cultural landscape showing alluvial diggings, Parkins Reef, Maldon, Victoria.

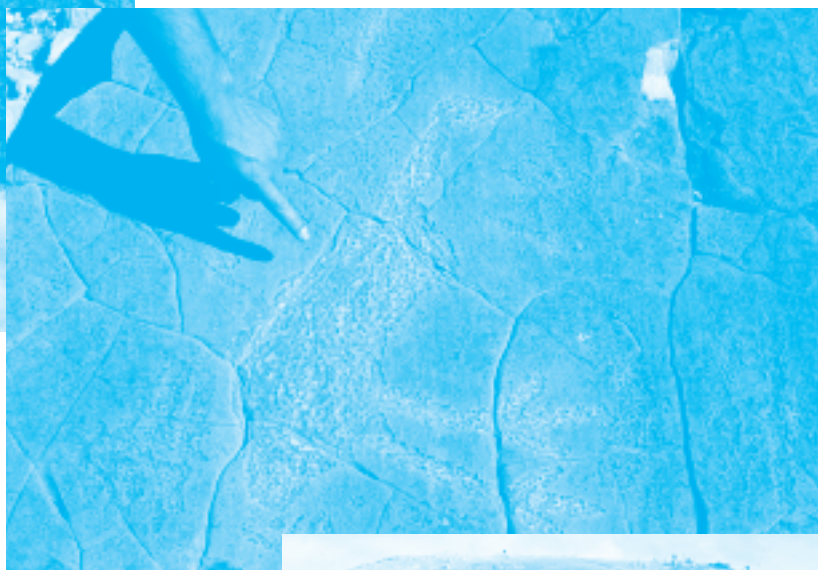


(above) One of Australia's great wild rivers, Franklin River, Tasmania.



(above) The Rocks Archaeological Excavation, Sydney.

(below) Aboriginal engraving of an emu. Mootwingee (Mutawinji) National Park, Western NSW.



(below) Stromatolites found at Hamelin Pool, Western Australia, are of great importance as 'living fossils' identical to fossils dated at 3.5 to 3.9 billion years old.



(right) Remains of mustering hut on the track to Garden Cove, Tasmania.



Chapter 4. A heritage study

Doing a heritage study involves gathering information about the heritage values and determining the heritage significance of a place. This chapter will help you to do a heritage study.



The methods for doing a heritage study outlined below can be used for a large geographic area, an individual place, or for a group of places linked by a common theme.

The approach to a heritage study outlined here is:

- prepare for the study
- gather relevant information
- assess heritage significance
- write a heritage report
- use your findings.

Writing a heritage report is not necessary for a conservation plan, but gathering information on heritage values and assessing the significance of those values are essential parts of the plan. The information in this chapter under 'Gather relevant information' and 'Assess heritage significance' will help here.

If you are doing a study or assessing significance that involves indigenous heritage places, make sure that local indigenous communities are centrally involved in decisions about:

- whether the study should be undertaken
- how it should be undertaken, and who should be involved
- how to present results
- how to treat sensitive information
- what happens with the study and who controls or manages what comes out of the study.

Other people or groups may also need to be involved. See the box 'Who might be interested?' on page 12 to identify who they might be.

Prepare for the study

In preparation for the study you will need to:

- define objectives
- define the boundaries of the study area
- determine who can help with the study.

Define objectives

Define the specific objectives of your heritage study. This may have already been done as part of your plan of action (see Chapter 2) or may still need to be done if a heritage study was only one of the actions identified.

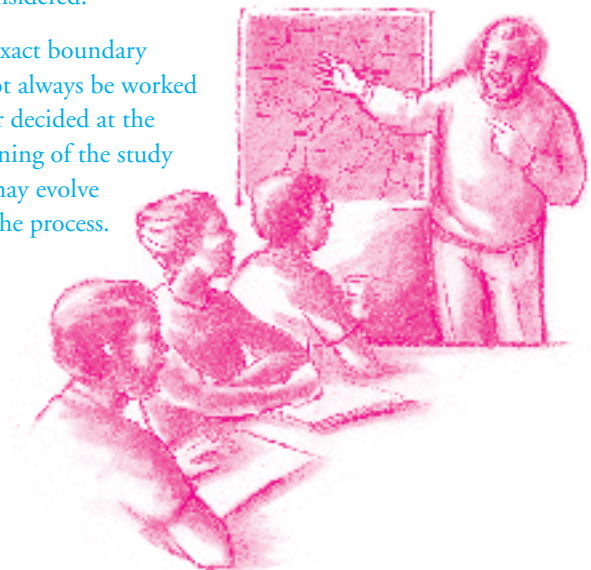
Try to get all groups, agencies and individuals participating in the project to agree on its objectives, process and desired outcomes so that everyone is committed to achieving the same end.

Define the boundaries of the study area

Defining the geographical boundary of the study area will help to establish:

- who to involve
- what areas to protect
- which properties are involved
- what planning or other jurisdictions need to be considered.

The exact boundary cannot always be worked out or decided at the beginning of the study and may evolve over the process.



The boundary may include buffer zones or an area much larger than the heritage place so that the precise location of the place is not easily made known. Legal boundaries or management boundaries may be different from cultural boundaries. Some heritage places or landscapes do not have clear boundaries.

Determine who can help with the study

Community members may be able to help observe, record and describe places in the field, do research, and identify, describe and share knowledge about places known to them. Local government officers such as planners, heritage officers and librarians may be able to help with research, coordination and advice. Heritage specialists can help with project design, undertake the technical work involved in the project or provide training to volunteers.

Heritage specialists include professionals such as botanists, zoologists, environmental historians, geomorphologists, geologists, soil scientists, indigenous heritage officers or site officers, archaeologists, historians, anthropologists, community facilitators and social planners.

Natural and cultural heritage specialists

Advice on employing appropriately qualified and competent heritage specialists can be obtained from the following organisations:

- State and Territory cultural heritage authorities and natural environment departments
- community cultural heritage organisations such as the National Trust, and nature conservation groups
- Australian Heritage Commission
- Aboriginal and Torres Strait Islander land councils, community groups and custodians
- professional organisations representing natural and cultural heritage specialists, for example, Australia ICOMOS, the Australian Association of Consulting Archaeologists, the Environment Institute of Australia, the Ecological Society of Australia and the Geological Society of Australia

- museums, for example, the Queensland Museum and the Australian Museum.

Many of these organisations would also have a register or listing of heritage specialists working in your local area or region. Usually organisations offering such lists are not willing to recommend one specialist over another, but they may be able to refer you to past examples of a person's work so that you can seek a reference.

A range of organisations and contacts are in the Resources section of the guide and in the box 'Who might be interested?' on page 12.



Gather relevant information

This will involve the following actions:

- identify what information is available
- identify additional information
- determine resources
- organise your information.

Identify what information is available

Information on heritage values can be found in heritage registers (see information below). If the place is not registered, the following sources of heritage information could be helpful:

- documentary research
- field study – field survey and field recording
- collecting community knowledge – talking to individuals, doing oral histories, holding community workshops.

Chapter 5 discusses these methods in detail. The Resources section lists organisations holding heritage information.



Heritage registers

There are many different lists or registers of natural and cultural heritage places throughout Australia. Remember that registers are not comprehensive lists of heritage places, but lists of the places that have been recorded up to the present time.

A heritage register listing will usually include the location of a place, including ownership and title details, a description of the place, and sometimes a statement of significance explaining why the place is important.

Note that many heritage registers emphasise the physical aspects of a place, or its scientific value, and may not document all the heritage values of a place.

Heritage registers around Australia

World Heritage List

This is a list of places of outstanding international importance nominated by Australia and agreed to by the World Heritage Committee.

Register of the National Estate

This is a list of important natural, indigenous and historic places throughout Australia. It is maintained by the Australian Heritage Commission, and can be viewed and searched on the Internet (www.ahc.gov.au).

Natural heritage registers

These registers may be in the form of 'sites of significance', state of the environment reports, or lists of national parks and reserves.

Indigenous site registers

These are lists of recorded Aboriginal or Torres Strait Islander places including religious or 'dreaming' sites, burial sites, rock art sites, traditional camping sites and sometimes historic sites such as Aboriginal missions and massacre sites.

These registers are maintained by State and Territory government indigenous heritage authorities and by local land councils in some parts of Australia. Access to some information on Aboriginal or Torres Strait Islander places may be restricted to respect the wishes of indigenous communities, and to ensure that access to this information does not put any cultural heritage places at risk.

Historic place registers

These are lists of places of historic value such as buildings, gardens, monuments, landscapes and archaeological sites. They are maintained by State and Territory government heritage authorities.

Historic shipwrecks register

The Australian National Shipwreck Database is a register of historic shipwrecks in Australian waters. It is funded by the Commonwealth, State and Northern Territory governments. The Western Australian Maritime Museum administers the database.

Local government registers

In most States and Territories, local government authorities keep heritage registers or lists, often attached to the local or municipal planning scheme. Some cover only historic places, while others also include natural areas and indigenous places.

Other lists

The National Trust Register is maintained by the National Trust in each State and Territory. Some specialist organisations such as the Royal Australian Institute of Architects and the Institution of Engineers keep lists of important historic places, for example, trees, Art Deco buildings, gardens and bridges.

Heritage-related studies

There are a variety of studies that might contain information relevant to local heritage places. These include school projects, the work of local specialists such as field naturalists, pre-development survey reports, planning studies, environmental impact statements, local histories of an area, families, industries or buildings, scientific papers, journal articles and reports.

There may also be studies of types of places that are found in your local area as well as a broader area, for example, a statewide survey of cemeteries, a study of Aboriginal middens along a length of coastline, or records on the statewide distribution of a rare plant species. Such studies are particularly useful for comparing the comparative significance of places (see the information on assessing heritage significance later in this chapter).

Identify additional information

Systematically identify what additional information is required.

Questions you could ask are:

- What is the coverage of the geographic area of interest? Is this adequate? What else do you need?
- Have all possible sources of information been explored, for example, documentary sources, field sources, maps and community knowledge? If not, what other sources are worthwhile exploring?
- Is there enough information on all aspects of the place or places relevant to heritage significance as is possible or necessary? If not, where could you collect more information? (The Principle of Uncertainty, outlined in the *Australian Natural Heritage Charter: Standards and principles for the conservation of places of natural heritage significance*, 1996, accepts that our knowledge of natural heritage is incomplete, and that the full potential significance or value of natural heritage remains unknown because of this uncertain state of knowledge.)

A thematic study

Imagine that your study aims to look at cultural heritage places throughout a whole local government area. Searches of heritage registers and other local studies have shown that:

- the heritage registers contain many town buildings and quite a few rural homesteads
- heritage studies have been completed for each of the towns in the local government area, but not for the rural districts.

An analysis of the information you have, using a simple framework of place types and themes that describe the information you want to collect, has revealed that:

- no trees or gardens of heritage value in the towns have been identified, even though the towns are well known for these features
- no examples of farm outbuildings or structures such as shearing sheds, sheep dips and yards have been identified, even though most of the homesteads on the older farm properties are listed
- there is little recorded information about the role of Aboriginal people in the history of the area, or about places of significance to Aboriginal people
- the history of the forested hills, important in the past for logging, charcoal-burning, brush-cutting, hunting and bee-keeping, has not been recorded and is not reflected in the heritage register listings
- the local community was not involved in past heritage studies, so there is no evidence that the social value of places has ever been considered.

You are now able to decide what additional information to collect.

Determine resources

Having identified the gaps in your information, set priorities for further work according to urgency, threat, available time, funding and other resources, and the objectives of the study. Using the above example, you may decide that the most important work to fulfil the objectives of your study is to collect community views about places with social value, and information on the Aboriginal history of the area, but that there will also be resources to fund a small study of farm outbuildings.

Organise your information

It is important to decide on a logical and systematic way to organise information so that it can be retrieved when needed. This may be as simple as filing it in clearly marked folders or more complex such as using electronic means. Librarians and archivists may be able to assist with this task.

Assess heritage significance

Assessing heritage significance is a crucial step if you are going to take any action to conserve or protect a place as outlined in Chapters 6, 7 and 8, or want to gain support from others for conservation.

What is heritage significance and why assess it?

Heritage significance is based on the natural heritage values which include the importance of ecosystems, biological diversity and geodiversity, and cultural heritage values which include the importance of aesthetic, historic, social, scientific and other special values that communities recognise. Indigenous communities may choose to use other more culturally meaningful categories to define what is significant to them. The process of deciding why a place is of heritage significance is called *heritage assessment*. Assessment helps to work out exactly why a place or area is important and how parts or elements contribute to its significance.

Understanding heritage significance is essential to making sound decisions about the future of a place, and is central to developing a conservation plan (see Chapter 6). It guides management actions, such as planning compatible uses, can inform the development of educational materials, helps to justify the allocation of resources and to explain to people why a place is important.

If an adequate heritage assessment is not undertaken, it can result in the wrong aspects of a place being conserved, the destruction of evidence of significance, inappropriate management practices or loss of a place altogether.

Who can assess significance?

Significance can be assessed by local communities and indigenous owners, often with the help of heritage professionals such as historians, architects, botanists, geologists, anthropologists, archaeologists and local government heritage advisers.

Where heritage professionals are used, ensure there is an opportunity for the community and those who have commissioned the study to discuss and understand the key elements of significance. This will result in those involved having a shared understanding of significance before decisions about the future of a place are made.

It is also important to remember that a heritage significance assessment is not an absolute measure of value, but a judgement made by a particular person, or group of people, at a particular time. Different people have different perspectives on the significance of places, and the relative importance of places to people will change over time. It is therefore important to be as inclusive as possible and to consider the many different reasons why a place is valued.

How is heritage significance assessed?

Heritage professionals have developed ways of formally assessing the significance of natural and cultural heritage places. The following documents, listed in the Resources section of the guide, may provide some assistance:

- *Natural Heritage Places – A handbook for conservation: Implementing the Australian Natural Heritage Charter for conservation of places of natural significance*, 1998, Lorraine Cairnes, Australian Heritage Commission in association with the Australian Committee for IUCN.
- ‘Guidelines to the Burra Charter’ (cultural heritage significance) in *The Illustrated Burra Charter: Making good decisions about the care of important places*, 1992, prepared by Australia ICOMOS.

The general steps involved in a heritage significance assessment are outlined in these documents and described briefly below.

Step 1 Describe the place

Compile the information that you have gathered and organise it according to individual places. If assessing a very large area or a place with a number of different types of values, you may need to look at elements such as natural, indigenous or historic features separately, and then bring them together at the end to tell the story of the place.

Step 2 Consider the significance of the place

There are many perspectives and views in considering the significant values of a place. For instance, some indigenous communities may wish to define the significance of a place very broadly. Methodologies for assessing significant values constitute a rapidly evolving set of ideas. The following categories and questions are a guide to considering significance.

Why is this place important?

The following definitions of social, aesthetic, historic and scientific values are from the The Burra Charter: *The Australia ICOMOS Charter for Places of Cultural Significance*, 1999, Australia ICOMOS (International Council on Monuments and Sites) and the *Draft Guidelines for the protection and management and use of Aboriginal and Torres Strait Islander cultural heritage places* (1997). The definitions of biological diversity, ecosystems and geological values are from the *Australian Natural Heritage Charter: Standards and principles for the conservation of places of natural heritage significance* (1996).

Social values

Social value to the community embraces the qualities for which a place is a focus of spiritual, traditional, economic, political, national or other cultural sentiment to the majority or minority group.

- Is the place important to the community as a landmark or local signature? In what ways, and to what extent?
- Is the place important as part of community identity? In what ways, and to what extent?
- Is the place important to the community because an attachment to it has developed from long use? What is the length and strength of that attachment?
- Which community values the place?
- What is the relative importance of the place to the group or community (compared to other places important to it)?
- Is the place associated with a particular person or group important in your community's history? What is the importance of the association between this place and that person or group?
- Is the place valued by a community for reasons of religious, spiritual, cultural, educational or social associations? In what ways, and to what extent?

Aesthetic values

Aesthetic value to the community includes aspects of sensory perception (sight, touch, sound, taste, smell) for which criteria can be stated. These criteria may include consideration of form, scale, colour, texture and material of the fabric or landscape, and the smell and sounds associated with the place and its use.

- Does the place have natural or cultural features which are inspirational or evoke strong feelings or special meanings? What are those features, and to what extent are they evocative?
- Is the place a distinctive feature that is a prominent visual landmark?
- Does the place evoke awe from its grandeur of scale? To what extent is this important?
- Does the place evoke a strong sense of age, history or time depth? How does it do this, and to what extent?
- Is the place symbolic for its aesthetic qualities? Has it been represented in art, poetry, photography, literature, folk-art, folklore mythology or other imagery?
- Does the place have outstanding composition qualities involving any combinations of colour, form, texture, detail, movement, unity, sounds, scents, spatial definition and so on? To what extent is this important?

Historic values

Historic value to the community encompasses the history of aesthetics, science and society, and therefore could be used to encompass a range of values. A place may have historic value because it has influenced, or has been influenced by, an historic figure, event, phase or activity. It may be the site of an important event. History can describe the 'story' of a place or its people and can apply to any period, though not usually the current period.

- Is the place important in showing patterns in the development of the history of the country, State or Territory where your community lives or a feature of your local area? How does it show this?
- Does the place have indigenous plant species that have historic significance?
- Does the place show a high degree of creative or technical achievement? How does it show this?
- Does the place have geological features that have historic significance?
- Is the place associated with a particular person or group important in your history? What is the importance of the association between this place and that person or group?

- Does the place exemplify the works of a particular architect or designer, or of a particular design style? In what ways, and to what extent?
- Is the place associated with a particular event in the history of your area, or the State, Territory or nation? What is the relationship between this place and those events?
- Does the place demonstrate ways of life, customs, processes, land use or design no longer practised, in danger of being lost, or of exceptional interest? How does it demonstrate these things?
- Does the place exemplify the characteristics of a particular type of human activity in the landscape, including way of life, custom, process, land use, function, design or technique? In what ways, and to what extent?
- Does the place reflect a variety of changes over a long time? In what ways, and to what extent?

Scientific values

Scientific value to the community will depend upon the importance of the data involved, on its rarity, quality or representativeness, and on the degree to which the place may contribute further substantial information.

- Is the place important for natural values in showing patterns in natural history or continuing ecological, earth or evolutionary processes? In what ways, and to what extent?
- Is there anything about the place or at the place which is rare or endangered, for example, plant or animal species, geological features, a type of construction method or material used, or a particular form of archaeological evidence?
- Is the place important in helping others to understand this type of place? In what ways, and to what extent?
- Is the place a good example of a particular type of place, that is, undisturbed, intact and complete? Why is this?
- Can the place contribute to research understanding of natural or cultural history? In what ways, and to what extent?
- Can the place contribute to scientific understanding of biodiversity or geodiversity? In what ways, and to what extent?

Special values

Special values to the community can be considered as part of other values but are particularly important for some places and some communities.

- Does the place have important values relating to spiritual beliefs?
- Is the place spiritually important for maintaining the fundamental health and well-being of natural and cultural systems?
- Are there wilderness or wild river values recognised at the place?

Biodiversity values

Biological diversity (intrinsic) value is the importance of the variety of life forms: the different plants, animals and micro-organisms, the genes they contain, and the ecosystems they form.

- Is the place important for its species diversity, ecosystem diversity or community diversity?
- Is the place important for its rare or endangered elements?
- Is the place important for particular species?

Ecosystem values

Ecosystems (intrinsic) value is the importance of the interactions between the complex of organisms that make up a community with their non-living environment and each other.

- Is the place an important example of intact ecological processes at work?
- Does the place contribute to important ecological processes occurring between communities and the non-living environment?

Geodiversity values

Geodiversity (intrinsic) value is the importance of the range of earth features including geological, geomorphological, palaeontological, soil, hydrological and atmospheric features, systems and earth processes.

- Is the place important as an example of particular earth processes at work in soil, water or atmosphere?
- Is the place important for its diversity in fossils, land systems or geological features?
- Is the place important for its rare or endangered elements?
- Is the place important for particular phenomena?

Step 3 Order your information

After assessing the significant values of the place, it is useful to order this information, particularly if a number of places are involved.

This is important if a comparative significance assessment is done (see Step 4).

Heritage criteria provide a common method of describing the different types of values of heritage places and can be used with small or large areas, and natural and cultural heritage.

Summary of criteria for the Register of the National Estate

Heritage criteria, such as the Criteria for the Register of the National Estate (appended at the end of the guide, and summarised here) can help you.

- A. evolution of ecosystems, cultural phases
 - B. rarity
 - C. research, teaching and understanding
 - D. representativeness
 - E. aesthetics
 - F. technical, creative design or innovation
 - G. social, cultural or spiritual associations
 - H. associations with significant individuals
-

Step 4 If needed, conduct a comparative assessment

For a number of similar places, it may be necessary to do a comparative heritage significance assessment.

This can be done by asking:

- How many other places like this are there in this area?
- How important is this place compared to similar places in this area or other areas of the country?
- How important is this place to your community or group compared to other similar places in the area of your community?
- What is the physical condition of the place relative to other similar places?

Note that this step is not necessary if the place in question is the only place of its type or one of few similar places existing. Comparing the significance of places may not be appropriate for places of indigenous heritage significance.

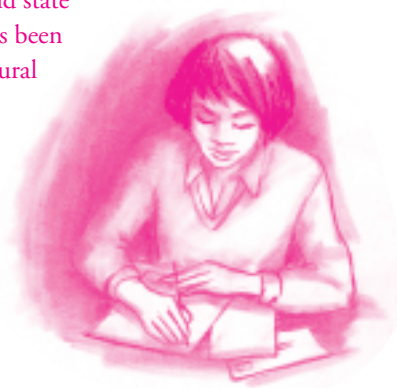
Step 5 Write a statement of significance

The above steps will have identified the significant values of the place.

A statement of significance sets out why a place is important and explains the values the place holds for the community or groups within the community.

Tips for writing a statement of significance

- The statement should be a succinct, clear and comprehensive statement of the major reasons why a place is significant.
- Focus on answering the question: Why is this place significant?
- Word the statement carefully to reflect the values of the place. Refer to heritage criteria if appropriate.
- For a large or complex area, present overall significance as a summary statement, supported by subsidiary statements for specific features.
- The statement should indicate any areas where there are known gaps in knowledge. For instance, it should state whether the place has been assessed for both natural and cultural heritage (indigenous and historic).
- The statement should be accompanied by evidence supporting the judgement of significance expressed in the statement, for example, documents, results of studies or workshops, or oral statements.



Example statements of significance

Examples of statements of significance from the Register of the National Estate can be viewed on the Internet (www.ahc.gov.au). The following statements for the Homebush Bay Wetlands, the Japanese section of the Broome Cemetery, the Vinja Camp Myth Site and the Bigga Rock Art Site are from the Register.

Homebush Bay Wetlands, Sydney

The wetlands of Homebush Bay (also known as Bicentennial Park) are one of eight remnant wetlands (Ermington Bay/Mud Flats, Meadowbank Park Foreshore, Yarralla Bay, Majors Bay, Haslems Creek, Mason Park and Lower Duck River) which were once part of an extensive wetland system bordering the Parramatta River. Mangroves of the Parramatta River area represent a significant proportion of the mangroves remaining in the Sydney Region. The saltmarsh communities of the place are significant due to their high proportion of chenopod species, which is unusual in southern New South Wales. Homebush Bay supports one of the largest remaining populations of the uncommon *Wilsonia backhousei* and the restricted saltmarsh species, *Lampranthus tegens* (small pig face). The remnant wetlands of the Upper Parramatta River provide habitat for a diverse bird community and have been ranked sixth in importance for waders in New South Wales. The place is significant for migratory waders, providing habitat for twenty species listed in the Japan Australia Migratory Bird Agreement (JAMBA) and nineteen species listed in the China Australia Migratory Bird Agreement (CAMBA). Two species which occur in the area, the little tern, *Sterna albifrons* and the black tailed godwit, *Limosa limosa*, are listed under Schedule 12 (Endangered Fauna) of the New South Wales National Parks and Wildlife Act (1974). The remnant wetlands area supports one of the two Sydney colonies of the white fronted chat, *Ephthianura albifrons*, and provides habitat for one of the largest populations of chestnut teal, *Anas castanea*, in New South Wales. The remnant wetlands have been used as an important research site for environmental studies.

Broome Cemetery Japanese Section

This section of the Broome cemetery has particular social and historical significance to the Japanese community of Broome and Western Australia generally. The headstones and monuments are an important historical record of the Japanese involvement in the pearling industry since the 1880s. The rough-cut banded sandstone headstones give the cemetery a distinctive Japanese character. This important unity of colour and texture has been diminished by the use of black granite in many replacement headstones during a 'restoration' of the cemetery in the early 1980s.



Japanese Section of the Broome Cemetery, Western Australia.

Vinja Camp Myth Site

The place is an important focal point in the Adnyamathanha people's Yuralypila (Two Men) myth. As such, it is highly significant to the Adnyamathanha people, who hold custodianship of the site.

Bigga Rock Art Site

Bigga Rock Art Site is one of only a few painting sites yet recorded west of the coastal ranges in south-eastern New South Wales. The scarcity of art sites in this area, which was traditionally occupied by the Wiradjuri Aboriginal people, appears to be a function of regional geology, the granite and shale of the Southern Tablelands containing relatively few overhangs and shelters suitable for rock painting. The site is consequently of important cultural value, both as a rare example of Wiradjuri art, and as an example of paintings transitional in style between coastal and inland art. Because Bigga rock shelter is representative of an uncommon site type, it also has considerable potential as an educational resource and for valuable scientific research. The site has already been the subject of several studies and is useful for ongoing research into this aspect of local Aboriginal culture, particularly with respect to the theoretical and technical problems involved in rock art conservation. The lively naturalistic style of the art, the strong sense of composition, and the use of a variety of different coloured pigments give the paintings considerable aesthetic appeal, as a result of which Bigga has become one of the best known art sites in the region. Bigga Rock Art Site also has great social significance to the Wiradjuri Aboriginal community in Cowra, through the strong emotional ties the people have with their land and their ancestors. Although the traditional meaning of the art is no longer known, the site emphasises and gives credibility to the Aboriginal claim of prior occupancy of the land and is an important link to the past.



Case Study

Using art to express significance: The Art of Place

The Australian Heritage Commission sponsors *The Art of Place: National Indigenous Heritage Art Award* as a forum for Aboriginal and Torres Strait Islander people to express, through their art, the places special to them. Artists are invited to contribute artworks that represent any place they would like included in the Register of the National Estate, and a short statement which describes the importance to the artist of the place represented in the work.



Treahna Hamm (right), winner of the open section of the Third National Aboriginal and Torres Strait Islander Heritage Art Award, discussing her painting with Sharon Sullivan, Executive Director of the Australian Heritage Commission.
Photograph: Ben Wrigley.

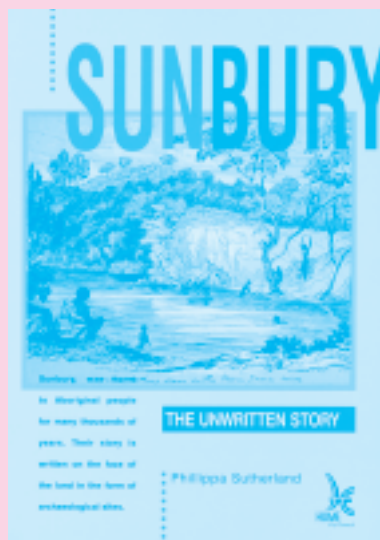
The significance of a place can also be expressed in creative ways, such as using video, songs, displays or artworks, as well as a written statement.

Case Study

Using the results of a heritage study: *Sunbury: The Unwritten Story*

Hume City Council in Victoria has produced an eight-page brochure called *Sunbury: The Unwritten Story* which describes the story of the Aboriginal people of the Sunbury area, as revealed by archaeological sites found in the area. The brochure describes the types of stone artefact concentrations, scarred trees, stone quarries and earth rings found in the area and the reasons why these types of places are significant. It also discusses the methods of dating the past and reconstructing the way people lived which are used by archaeologists to build up a picture of how people used the landscape in the past.

The brochure was developed as part of an Aboriginal Archaeological Study of the local area. The study was conducted by a consultant, in conjunction with a steering committee with representatives from the Wurundjeri Aboriginal community, Hume City Council and Aboriginal Affairs Victoria. A report on the project was published as well as the brochure. The brochure is available to members of the public through council offices, libraries and tourist information centres.



Write a heritage report

After investigating and assessing heritage values and heritage places in your local area, your heritage report can be circulated to the local community or sent to the media to promote the study findings. The report can also be submitted to libraries, government departments and research institutes so that interested people can refer to it in the future.

What should be included in a heritage study?

An **introduction** which explains:

- the goal of your study
- the boundaries of your heritage study area
- who prepared the study.

Descriptions of:

- the study area environment and history
- the study methods used, for example, community knowledge, and how much of the study area was covered by the particular methods
- what community consultation was undertaken
- whether there are known gaps in information
- where the contributing information was found
- criteria used to assess significance (see box 'Summary of criteria for the Register of the National Estate' on page 36)
- agreements on storage and access to information

The **results** of the study, for example:

- the places that have significance
- a statement of the significant values for each of the places identified
- recommendations for further research, and statutory and non-statutory measures to assist in conserving the heritage places (eg listing on a State or local government heritage register).

Confidentiality

Before producing the report, consider which information should be kept confidential or may need to have restricted access. Examples of restricted information might include the location of a rare plant or animal species, the location of an unsafe mine shaft, or the location of a spiritually important Aboriginal or Torres Strait Islander site. Consider whether drawing attention to a place as a heritage site could increase its risk of damage.

It is also necessary to check that all individual property owners or indigenous custodians whose properties have been considered in the study are aware of the study, and that they agree to publicly announce the results. You will also need to have their agreement on how the information is collected, stored and accessed.

Use your findings

There are a number of ways of using the findings of your study.

You may want to:

- use the findings as the basis of a pamphlet, book, video, display or newspaper story about your local area or heritage place
- use the information as the basis of a heritage conservation plan for an individual place
- use the findings as the basis of nominations to a heritage register.

Chapters 6, 7 and 8 outline a variety of methods for using, promoting and sharing your findings about heritage places.

Chapter 5. Collecting heritage information

A major part of doing a heritage study is gathering information about the significance of heritage places. This chapter guides you through the process of gathering information about heritage places.



You may need to collect additional information about heritage values. This chapter outlines three methods for collecting information: documentary research, field study, and collecting community knowledge.

You can collect information that describes places in terms of their development and present state, and information that helps to explain the heritage significance of a place.

This may involve one or more of the following:

- documentary research
- field study
- collecting community knowledge.

The following descriptions of the different methods provide a starting point for collecting additional information. The descriptions do not provide all the necessary information, but should help you decide which methods to use and what further advice or specialist assistance is necessary. Check the Resources section of the guide for organisations or references which can provide more detailed advice.

If collecting information that touches on indigenous heritage places, ensure that indigenous communities are centrally involved in decisions about:

- whether the study should be undertaken
- how it should be undertaken, and who should be involved
- how to present results
- how to treat sensitive information
- what happens with the study and who controls or manages what comes out of the study.

You may also need to closely involve other landowners and those with a strong interest in the place (see Chapter 2).

Documentary research



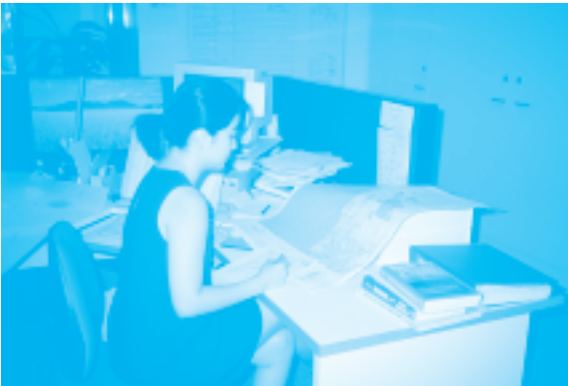
Cryptogamic herbarium staff checking specimens at the Australian National Botanic Gardens, Canberra.

Documentary research involves searching collections of libraries, archives and museums for information relating to your study. This could be information that relates to individual places in the study area or information relating to the study area as a whole. This information contributes to describing and determining the significance of heritage places by:

- suggesting places that might have heritage value
- providing evidence about the development of heritage places over time
- describing the past and present features of places.

When using documentary sources of information, it is important to remember that the information recorded will be influenced by the culture and intention of the recorder. Records may not be as comprehensive or accurate as they appear to be at first glance. In a diary entry, for example, some events may have been omitted whereas other events may have been emphasised, depending on the interests and concerns of the writer. When putting together the story of a place based on documentary records, it is useful to bear this in mind.

Maps and plans



Australian Heritage Commission staff member uses maps to check the location of registered places.

Maps and plans are a source of valuable information about changes to a place over time, many of which cannot be easily detected from the evidence at a place now.

For example, plans of land holdings often show the locations of landholders' 'improvements' such as fences, buildings and orchards, as well as original native vegetation. These structures may have long since disappeared from the landscape, but knowledge of their existence can help to build up a picture of land use over time. This can then be used to reflect on the significance of remaining historic structures in the landscape, or on the significance of remnant native vegetation.

Maps and plans include parish and county land tenure maps, land allotment plans such as portion plans, surveyors maps and plans, and maps from government departments such as forestry, mining and conservation departments. These types of maps and plans can usually be found in archives, State and Territory libraries, government land departments and council records.

Photographic and picture collections

Photographic and picture collections can show the detailed development of a place over time. These sources are particularly useful for understanding the changes to buildings and landscapes through time. Aerial photos held by State and Territory land or mapping agencies and commercial suppliers can be especially useful. Aerial photographs are almost always accurately dated and sequences of images of the same place over many decades can sometimes be found.

Photographic collections can be found in archives, libraries, galleries and museums, and government agencies.

Books, articles and reports

Books, articles and reports can provide specific information about places you are interested in, or information to help build up a picture of broader themes relating to your study.

Search for sources of information such as local or regional histories, broad histories on themes that have played a big part in the history of your study area, for example, mining, forestry, manufacturing or exploration, or histories of communities, such as indigenous community stories. Also search for information about important plant or animal species or communities in your area, finding out about their habitat requirements, abundance, behaviour and evolution. Information about the development of landforms, soils and geology can be found in agricultural and mining libraries.

Search public libraries as well as libraries of government departments, and special interest collections such as those of historical societies and herbariums for books, articles and reports. Many reports and articles can also now be found on the Internet.

Archives and document collections

Archives and document collections contain information about past events recorded in documents such as government or company correspondence, newspapers and personal diaries. They can provide detailed information about the past environment of places, as well as information about the activities of individuals or organisations. Each State and Territory has a large archive, and some smaller organisations have their own archives.

Searching through the mass of archival records to find particular records can be complicated and time-consuming. State and Territory libraries and historical societies run short courses on how to use archives for historical research, which may be useful. Alternatively, engage an historian to locate and interpret public and archived documents.

Field study

A field study can take the form of a *field survey*, which involves looking over a large area for features or places of heritage value. This might involve travelling by vehicle or on foot with particular members of the community who know the area, and/or specialists. A field study can also involve *field recording*, which focuses on describing the present features of a place and research which leads to understanding aspects of these features. Examples of types of field studies are described below.



Field work at Nickol Bay, near Karratha in Western Australia.

Field studies contribute to identifying and assessing heritage significance by:

- locating places which may have heritage value
- describing the features of heritage places
- providing evidence from which to interpret the development of a place.

Documentary research precedes field surveys. If there is a fauna database for the area, for example, Atlas of Victorian Wildlife or Queensland NatureSearch, try to establish what species are likely to occur there by checking the database for records collected in the past or from surrounding localities.

Note that the study method used can itself affect the values of a place. For example, fungus spores can be carried in on boots, or vehicle tracks may be followed by others and introduce a larger number of visitors to a fragile place. It is important to follow the protocols of assessing and developing ways of minimising any impact before beginning fieldwork.

It is essential to obtain permission from owners to enter or gain access to their property.



Case Study

Communities observing fauna species: NatureSearch, Queensland

NatureSearch is a database of sightings of fauna species maintained by the Queensland Department of Environment. The database is compiled from sightings recorded by community members and has information on the occurrence of species organised on one-minute grid locations. It includes over 300 000 records which have been contributed by 3000 community volunteers. Through training workshops and field days covering wildlife identification and data collection, a corps of skilled volunteers has evolved and is now contributing to a range of other community conservation projects.

Data from the NatureSearch database is provided free to the public, students and community groups, government, and environmental consultants. It is used in environmental impact assessments and other forms of conservation planning.

Surveys of indigenous community interests

Indigenous community surveys are one of the principal means of gathering information about the traditional, historic and contemporary social significance of places to local indigenous communities. The surveys can identify local indigenous community interests, expertise and knowledge.

Remember that it is important to observe cultural protocols about visiting places, and obtain permission from relevant State or Territory agencies and traditional custodians before surveying any indigenous places.

Specific methods include talking with indigenous community representatives or knowledge-holders, or visiting specific sites or areas with people from the community and discussing significance and management. Indigenous community members may also request that their oral history be recorded, or archaeological sites described, to formally document their attachment to specific places or landscapes. In such cases the community may also need or want the assistance of technical specialists such as anthropologists, archaeologists or historians.

The success of surveys of indigenous community interests will depend on factors such as:

- the nature and extent of indigenous community involvement in the survey
- a common understanding of project objectives and outcomes
- sensitivity to individual and community concerns
- the willingness of all to listen and to accurately report information
- the goodwill developed through sharing and recognising indigenous perspectives and experiences.

Archaeological and historic place surveys

Archaeological and historic place surveys involve carefully studying the landscape for any signs of past human occupation or activity, such as material remains, modifications of the landscape or changes in soils chemistry. They include looking underground and above ground for remains and features. The types of features which can be surveyed include signs of both indigenous and non-indigenous activity. Heritage specialists, however, usually specialise in either indigenous or non-indigenous subject matter.

The types of information collected on archaeological and historic place surveys include the location of particular sites that are associated with the history of the area, and descriptions of materials or structures found at those sites.

Materials found in archaeological sites, for example, might include materials from Aboriginal or Torres Strait Islander activity such as stone tools, campfire remains, shell and bone; and materials from non-indigenous activity, such as foundations of houses and buildings, broken household cutlery, and earthworks from mining activities – water races, tunnels and shafts, mullock heaps. Historic place material may include buildings or structures such as walls and gravestones as well as features such as tree-plantings, gardens, streetscapes, roads and railway routes.

Archaeological and historic place surveys consider questions such as:

- What kinds of places are numerous in the area, and what kinds are rare?
- What patterns have emerged from the survey, especially in relation to different landform types, time periods or cultural themes?
- How do these places demonstrate or contribute to an understanding of the history of the area or region?

In archaeological surveys, the area of investigation is usually narrowed down by techniques such as sampling before fieldwork commences. Factors such as the weather conditions, terrain, time of day and sun angle, and the area of exposed non-vegetated surface will affect the ability to notice and accurately identify archaeological material or landscape modifications. The information obtained is sometimes used to work out the likely type and location of other archaeological sites in the area.



Fauna surveys

Depending on the amount of time and resources available, fauna surveys can produce information about the types of animal species present in an area – their abundance, population variations, and patterns of behaviour such as where they live, what they eat, when they breed or seasonal migration, and threats such as feral cats or dogs.

Failure to locate a species does not necessarily mean that it is absent – its numbers may be low or it may be difficult to observe. Furthermore, a single short-term survey will rarely produce the information required, and in the Australian climate observations over a single year may not present an accurate picture. So beware of ‘snapshot’ fauna surveys.

The non-expert may find it difficult to identify animals correctly from observation surveys and may need to seek the assistance of known experts. If it is necessary to capture or trap animals, engage suitably qualified and experienced biologists who have appropriate permits from State or Territory wildlife authorities.

Many major vertebrate groups can be surveyed using observation and a limited amount of equipment such as binoculars and spotlights. Because most species such as migratory birds and hibernating reptiles are seasonal in their behaviour, it is best to have two survey periods in most areas. In temperate Australia these periods generally correspond with late winter, and late

spring/early summer; in tropical climates with the end of the dry season (August–September) and during the wet season (February–March).

Make daytime observations of birds, large mammals (kangaroos and wallabies) and reptiles, and for signs of small mammals, for example, scats, runways, burrows and diggings. Amphibians (mostly frogs) are best surveyed in the evening when their characteristic calls can be heard. There are some excellent pre-recorded frog tapes available for those unfamiliar with their calls. Use a spotlight or powerful torch to survey nocturnal birds such as owls, and mammals such as possums and gliders.

Museums have databases and tagged specimens of vertebrates and invertebrates which can provide past and present evidence of fauna in particular locations.

Vegetation surveys

Vegetation surveys involve field observation and description of the plant species and communities (vegetation types) present in an area and their relationships to each other. They can also involve observation of any processes that are threatening plant species and communities, such as soil erosion, clearing, inappropriate use of fire, grazing, weed invasion, climate change, and air, soil and water pollution.

Vegetation surveys can contribute to an understanding of whether species or communities are rare or threatened, and the relationship between the plants and the soils and landscapes in which they live. This information is useful in understanding what factors will promote or adversely affect the survival of those plant species in that area, the significant contribution of those plants to the landscape, and the significance of a natural place for its biodiversity and ecosystem values.

Note that surveys to determine the presence or absence of plant or animal species only partially contribute to understanding the significance of natural places. Understanding habitats, ecosystem processes, and the elements of geodiversity and biodiversity is critical to establishing the significance of places.

Examples of survey methods

- Prepare a written and mapped description of the different plant communities present, including major species, and the structure of the vegetation, for example, forest, woodland or heath. This is often done using aerial photography or imagery.
- Record as many species or communities present as possible to compile a plant list or inventory for a given area. Include weed species as these will be important in deciding how to manage the area.
- Do a more detailed assessment for very small areas using a quadrat sampling technique. This will require expert assistance.

Landform, soil and geological surveys

The Australian Natural Heritage Charter defines geodiversity as ‘the range of earth features including geological, geomorphological, palaeontological, soil, hydrological and atmospheric features, systems and earth processes’ (Article 1.8).

Surveys for heritage sites can involve recording the distribution and extent of particular landforms, soil types and geological features, and the nature of these features. Surveys locate both typical and outstanding examples of the major characteristics of local landforms, soils and geological features, as well as particularly well-developed, rare or unusual examples. As with other surveys, documentary research precedes field surveys.

This information is useful in understanding the earth processes which led to the formation of the local environment, and the earth processes that are continuing to form the environment. The continuation of these processes is often fundamental to ensuring the ongoing survival of the ecosystems of which they are a part. They also add to the richness and interest of our environment. Landform, soil and geological surveys can contribute to answering questions such as: What series of geological, hydrological or atmospheric events led to the formation of this landscape? How is the landscape changing? What are the characteristics of local soils? What is the nature and pattern of water flow in creeks and rivers?



The 12 Apostles, Port Campbell, Victoria.



Loch Ard Gorge, Great Ocean Road, Victoria, represents the geomorphological process of coastal erosion that is constantly taking place.

Landform heritage surveys look for individual landforms of interest, or particular groups of landform features where relationships between the features enable us to better understand the evolution of the whole. For example, a beach, a series of sand dunes and a lagoon behind the sand dunes may be interesting in their own right, but together they comprise a related assemblage of coastal landforms. Other sites will be significant because they show natural processes currently at work, for example, where coastal landforms are being modified by wave action and other processes, or because the landforms result from past processes that are no longer active, that is, ‘relief’ landforms.

Soil heritage surveys look for good examples of soil features, or sites where soil processes have been allowed to continue in a relatively undisturbed state. These sites may be of particular interest in areas where there has been widespread disturbance by human land uses.

Geological heritage surveys often try to find places where evidence for the geological history of the area is clearly visible at the surface. Examples include natural rock outcrops as well as artificial exposures of geological features in road cuttings and quarries. Fossil sites also provide important evidence of past life and environments.

Field recording

Field recording provides information about an individual place today – what it looks like, what is left, what threats it faces.

The level of detail of field recording will vary depending on how the results of the study are to be used. For example, if the site is being recorded as part of a local heritage inventory, it probably only requires a simple description of values and features, and several photographs. If the site is being recorded before conservation works are carried out, it may need detailed site measurement, a list of all features and artefacts, a detailed condition assessment and a heritage significance assessment (see Chapter 4).



Always try to record as much as possible while at a place. Leave enough time to do this because it is almost impossible to remember what was where after leaving the site. Consider using drawings, photographic, video and audio records wherever possible and practical.

When preparing to record places in the field, it is important to observe cultural protocols about visiting places, and obtain permission from relevant State or Territory agencies, landowners and traditional custodians before recording any indigenous places.

What should be included in a field record?

Location of the place

Record:

- a written description of how to reach the place and permits and approvals needed to go there
- a sketch map showing how to get to the place, for example, a map reference with map coordinates
- a written explanation of where the site is in relation to nearby landmarks.

Take care with this information if making it publicly accessible would lead to vandalism or degradation of the site.

Description of the place

Record:

- a clear description of the place and its major features and values
- a sketch, map or plan of the place and its major features, showing the extent of the place and the boundaries of the site
- photographs showing the place and major features
- a description of the condition of the place and whether it is endangered in any way, for example, places may be threatened by development, lack of maintenance or protection, or vandalism.

Setting of the place

Record:

- a brief description of the environment around the place, for example, forest, open plain, suburban housing, industrial estate or agricultural land, and the relationship of the place to geographical features such as waterholes, creeks, caves or hills
 - a sketch, map or plan showing the relationship of the place to its surrounding environment and, if relevant, to other heritage places.
-

Collecting community knowledge

Collecting community knowledge can help to gather information that may not be recorded on paper, and may not be able to be obtained from looking at places in the field. It also helps to highlight the significance of places to sections of the local community. Collect community knowledge by talking to people and recording their oral histories, and through community workshops.

Oral history – Talking to individuals

The *Oral History Handbook* describes oral history as ‘a picture of the past in people’s own words’. Oral history involves interviewing selected individuals in a structured way to gather their recollections about a particular event, place or period. The interviews are often taped, then written up afterwards.

Oral histories can provide a sense of what the community was doing in the area during the most recent period of history. They can often provide a wealth of detail about the cultural life of the community at a particular moment in time, and how that was expressed through places in the environment. For example, someone who once lived in an interesting old house may know how the rooms were used and when the house was extended. They may also have useful documents such as earlier photographs and plans. This type of information can often be difficult to recover in any other way.

Details on how to go about doing an oral history are set out in:

- *The Oral History Handbook*, 1996, produced by the South Australian Branch of the Oral History Association of Australia, and
- *Telling It Like It Is: A guide to making local Aboriginal and Torres Strait Islander history*, 1992, produced by the Australian Institute of Aboriginal and Torres Strait Islander Studies.

See also the Resources section of this guide.

Community workshops

Community workshops involve holding a workshop or meeting with people invited because of their membership of different groups in the local community. The workshop method is designed to draw out information about places valued by the local community, as represented by people at the workshop. This method is useful because it gives people the opportunity to share their knowledge, to learn about places important to others, and to participate together in caring for heritage.

Prepare for the workshop

Arrange a workshop venue that has facilities such as pinboards, tables and chairs, and a kitchen, and an appropriate layout and size. Try the local hall or school.

Invite a wide range of people from different but relevant walks of life and reflecting different interests to the workshop. This helps to stimulate more creativity and lateral thinking within the group (see the box 'Who to invite to a community heritage workshop'). Think about whether it would be useful to hold separate meetings for different groups because of cultural differences, confidence and so on.

Prepare a workshop outline. This might include an introduction which:

- explains the purpose of the study and what people will be asked to do
- discusses how the results will be used
- uses slides or other visual images to get people thinking broadly about the types of heritage places – natural, indigenous and historic – that might be in their area
- clarifies any questions about what can be considered to be heritage places.

Gather workshop materials, for example, pinboards, butchers paper, maps and pens.



Case Study

Using oral history to help understand significance: The migrant heritage project

In 1996 the Australian Heritage Commission ran a pilot project to help migrant communities identify and conserve their heritage places. Oral history was one of the methods used to document personal stories from members of the group. Information gathered from oral histories was then used to identify significant places and stories that the group shared.

One of the groups involved in the pilot project was the Maltese community in Blacktown, Sydney. This group identified the Woolloomooloo area in Sydney as significant to them as it was an area where many Maltese families first lived and worked when they arrived in Australia after World War II. One member of the group involved in the pilot study talked about his recollection of the Woolloomooloo wharf area and its importance to Maltese families:

'We used to like to fish on the wharves. There was every kind of fish in the Harbour. We used to go there when the mackerel was on. Australians don't like the mackerel but we like it. We fished from all the wharves, Woolloomooloo, under the Bridge, Walsh Bay – all the different communities – Greek, Maltese – all with a bucket... These were families ... that was our entertainment' (John F, 25 November 1995).



Members of the Maltese community participating in the Migrant Heritage Places in Australia Project at Blacktown, New South Wales, February 1996.

Who to invite to a community heritage workshop

Invite people with knowledge relevant to heritage places in the study area. They may be people who have lived in the study area for some time or who, through their work or own interests, travel widely throughout the local area.

Involve people from a wide range of interests, including:

by geographical area

- those who live or work in the area
- those with long associations in the area
- those from each distinctive locality within the area
- those involved in local government for the area

by environmental/cultural interest

- natural
- indigenous
- historic

by industry or activity

- tourism and recreation
- primary industry, for example, grazing, aquaculture, forestry, mining and bee-keeping
- township commerce and business
- community services and involvements, both paid and voluntary

by community characteristics

- age
- gender
- ethnicity/culture

or any other grouping of interests that are important in the situation.

Workshop method

Step 1 Reflect individually

Ask people to reflect individually on the places that are important to them before they are thrown into the hurly-burly of group discussion. For example:

- ask people to write down the places that:
 - they would share with visitors
 - they visit every summer for holidays or for picnics and family outings
 - are their favourite landmark or feature
 - they would want to show to their great grandchildren
 - show the history of their community over time
 - are connected to special people in the community
 - have very strong memories for people
 - are important in keeping the community culture strong
- ask people to describe their area to a stranger who might want to come and visit, highlighting their special places.

Step 2 Compile collective lists

The next step is group discussion to put together a combined list of places. This can be done:

- in small groups of perhaps four to six people working with a facilitator, with groups putting their lists together on big sheets of butchers paper so that other groups can see what has been identified
- by working across a map from north to south or east to west, with each person mentioning the places they have identified in Step 1 as the map-maker moves across that area. This latter method involves lots of discussion of whether one person's place is the same as that of another – sometimes the boundaries differ and sometimes the values differ. Such discussion is very valuable.

Step 3 Review the combined list

The group reviews the combined list and determines the relative importance of places to them.

Step 4 Describe places

Each place identified now needs to be described to draw together all of the information held by the group. This can be a large and daunting task and needs to be carefully organised. Fill in one form for each place, including the following information:

- name of the place
- location and how to get there, especially if it is in a remote location or is hard to find
- who can help to find it, and who should be contacted for further information about this place or for access to the place
- a brief description of the place
- what is known of its history, including any published sources on the history of the place or any local individuals who could help (include their name and contact details)
- why the place is important to this group.

Step 5 Conclude the workshop

Conclude with a discussion of what the group has discovered about places valued by the community, and how this information will be used.

Note that this method is aimed at gathering community views about heritage places within a large area, but it can be adapted to gathering community views about a particular site or place by asking people what they value about that place and involving them in describing it.

Step 6 Share the results

The form chosen for sharing the results will vary. You could, for example, distribute the report, develop a display of photographs and information about the places, compile a computer database at the local library or present a slide night.

Sharing the results will also provide an opportunity to test whether the broader community agrees with the descriptions of places and the importance ascribed to them, and whether any places have been missed. This is important because the workshop process only involves a relatively small proportion of the community and may not represent broader community views. You may also choose to have the results reviewed by an expert or a panel of experts.

Case Study

Community Heritage Workshops: East Gippsland

Community heritage workshops were held in four locations in East Gippsland (Mallacoota, Orbost, Nowa Nowa and Bonang) during the East Gippsland regional forest heritage assessment in 1993, part of the process that led to the joint State and Commonwealth regional forest agreement for the area. The workshops were organised by a local coordinator (a member of the community) and facilitated by a consultant. People were invited from groups such as the forest industry, conservation groups, historical societies, local Aboriginal communities, fishing groups, sporting groups, the Returned Services League, the Country Women's Association, field naturalists and local government.

Workshop participants were asked to identify on a map places that were of special importance to them, and to discuss the reasons why with other people in small groups. In total, 300 places were identified after the four workshops, covering places of historic, scientific/research, aesthetic and social values. Sixty-seven of these places were identified as having social



Regional Assessment Workshop, Mallacoota, 1993.

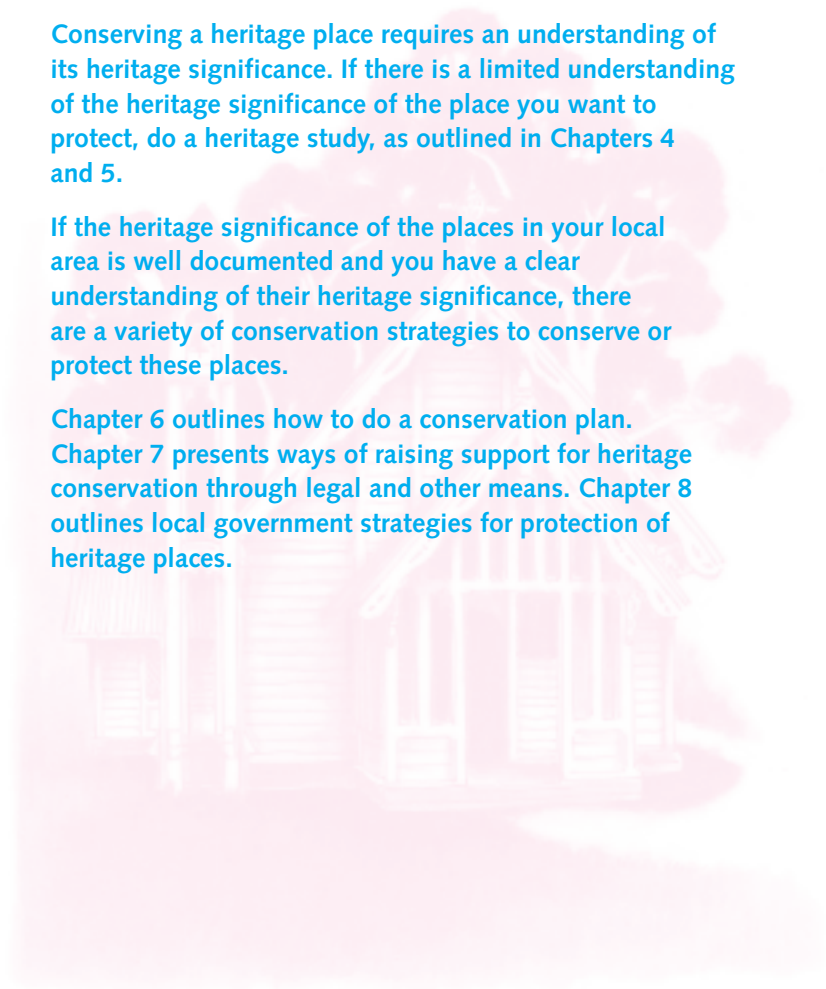
significance for the community, as well as other values. Consultants then recorded selected places in the field and documented them. The individual site records on all places identified were put into two large folders which are accessible to the community in local libraries and in the council offices.

Conserving and protecting heritage values

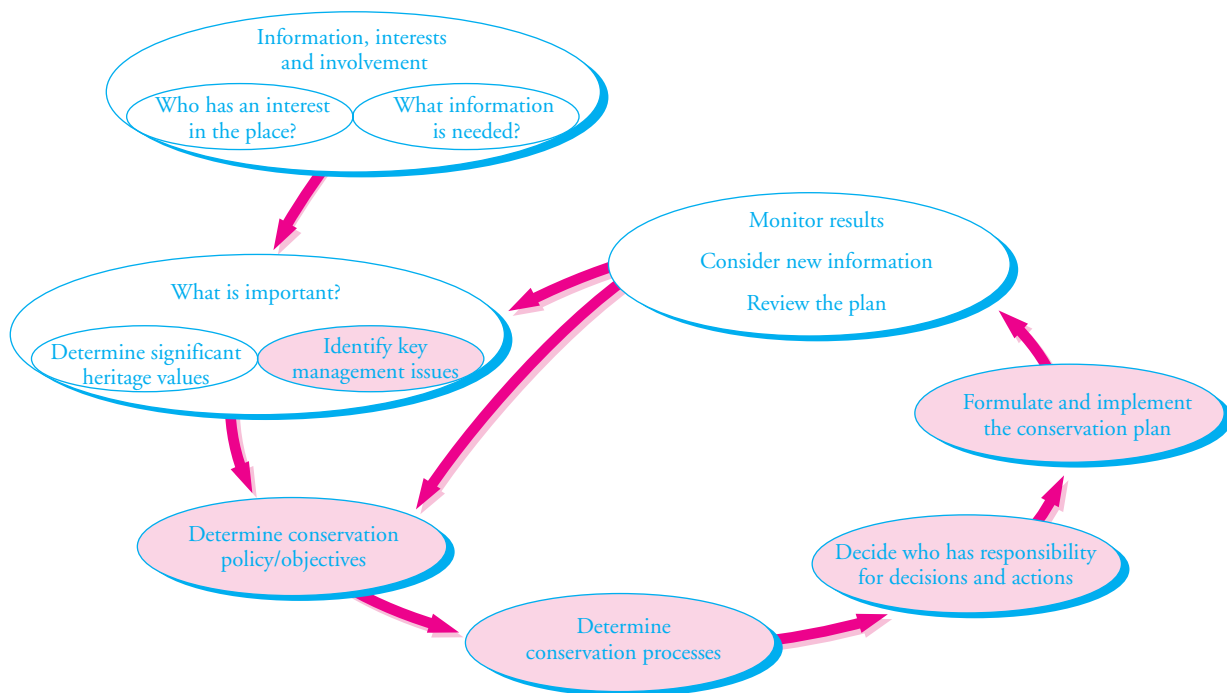
Conserving a heritage place requires an understanding of its heritage significance. If there is a limited understanding of the heritage significance of the place you want to protect, do a heritage study, as outlined in Chapters 4 and 5.

If the heritage significance of the places in your local area is well documented and you have a clear understanding of their heritage significance, there are a variety of conservation strategies to conserve or protect these places.

Chapter 6 outlines how to do a conservation plan. Chapter 7 presents ways of raising support for heritage conservation through legal and other means. Chapter 8 outlines local government strategies for protection of heritage places.



The process of heritage place management



Chapter 6. Conservation plans

Conserving and managing a heritage place requires careful planning. A conservation plan can ensure the significance of the place is conserved. This chapter describes the process of developing a conservation plan.



The aim of conservation is to retain the heritage significance of a place. A conservation plan is a document which details how to look after the significant values of a place. It can be part of a broader management plan which addresses other non-heritage issues such as managing tourism.

Preparing a conservation plan is a systematic way of considering, recording and monitoring actions and decisions relating to all the aspects of managing a place. It will involve the following elements:

- adopt principles for conservation
- develop a conservation plan

The steps outlined in the flow chart, 'The process of heritage place management', are essential for the development of a conservation plan. Although it will not be feasible to prepare detailed plans for all identified heritage places, the matters detailed in a conservation plan should be considered and documented to some extent for each place.

Conservation planning for any place is an integral part of overall management planning for the whole area.

Adopt principles for conservation

Conservation plans need to be systematic and based on a set of clear principles. The following charters and guidelines contain sets of conservation principles and are considered a voluntary best practice standard (see Resources section of the guide for details). They have been adopted by many community groups, professionals, and government and non-government bodies. The documents have international recognition and have been developed and refined over a number of years.

- *Australian Natural Heritage Charter: Standards and principles for the conservation of places of natural heritage significance*, 1996, Australian Committee for IUCN.
- The Burra Charter: *The Australia ICOMOS Charter for Places of Cultural Significance*, 1999, Australia ICOMOS (International Council on Monuments and Sites).

Any work done to maintain and actively manage places of natural and cultural heritage significance should follow the conservation principles set out in the above charters and guidelines.





Principles of conservation

The following principles of conservation for any heritage place are based on the Australian Natural Heritage Charter and the Burra Charter.

- i. The aim of conservation is to retain the significance of the place.
- ii. Conservation is based on respecting all heritage values of the place without unwarranted emphasis on any one aspect at the expense of others.
- iii. Conservation of a place should include provision for its security, maintenance and future.
- iv. Conservation should involve the least possible physical intervention; do as much as necessary and as little as possible.
- v. Conservation of a place should make use of all disciplines and experience that can contribute to the study and safeguarding of a place.
- vi. Conservation depends on accurate recording about decisions and changes to the place.
- vii. Conservation of a place occurs when the significant elements have not been removed or destroyed except under exceptional circumstances.

In addition to the above principles, the *Draft Guidelines for the Protection, Management and Use of Aboriginal and Torres Strait Islander Cultural Heritage places*, 1997 contain three important principles for places with indigenous heritage values. These are:

- viii. Aboriginal and Torres Strait Islander people have the right to make decisions about the ongoing management of their cultural heritage.
- ix. Consultation and agreement with relevant Aboriginal and Torres Strait Islander people is essential to making decisions about the future of a place.
- x. Records of places and their management are made, stored and accessed in culturally appropriate ways.

Develop a conservation plan

The basic process for developing a conservation plan is presented in the flow chart 'The process of heritage place management'. The steps outlined in the flow chart are:

- determine who has an interest and what information is needed
- determine the heritage significance and management realities
- determine the conservation policy/objectives
- decide on conservation processes
- identify responsibilities for actions
- formulate and implement the plan
- monitor the results and review the plan periodically (see Chapter 9).

Chapters 1 to 5 prepare you for writing your conservation plan. Your heritage study will be a key document in the conservation plan. If you have not done a heritage study, it will be necessary to gather information about who has an interest in the place and the significance of the place.

The following references explain in more detail how to develop conservation plans for different heritage environments.

- *Looking after Heritage Places: The basics of heritage planning for managers, landowners and administrators* (1995), Michael Pearson and Sharon Sullivan, Melbourne University Press, Melbourne.
- *Natural Heritage Places – A handbook for conservation: Implementing the Australian Natural Heritage Charter for conservation of places of natural significance* (1998), Lorraine Cairnes, Australian Heritage Commission in association with the Australian Committee for IUCN.

- *The Conservation Plan: A guide to the preparation of conservation plans for places of European cultural significance* (1996), James Semple Kerr, National Trust of Australia (New South Wales), Sydney.

Determine the conservation policy

As part of the conservation plan, you will need to develop the conservation policy for the place. The conservation policy is a written statement of objectives for the future management of the place and should relate directly to its significant values.

The conservation policy is developed by bringing together knowledge about the heritage significance of a place (see Chapter 4) and information about its other management realities. From this information is derived a statement of the *desired future condition* of the place. The desired future condition is a statement of the objectives for management for the place, and may mention heritage aspects as well as non-heritage aspects. It should therefore suggest proposed uses which are compatible, and may state or imply those which are not.

In summary, a conservation policy is a statement which summarises the:

1. heritage significance
2. relevant management realities
3. desired future condition of the place based on (1) and (2).

Decide on conservation processes

Your choice of which conservation processes or actions to carry out at a place will determine the future security of its significant values.

The conservation processes chosen may include one or more of the actions listed in the following summary. The definitions of each of these processes can vary with the different types of heritage. Note that the processes have specific meanings as defined in the charters and guidelines (see 'Definitions of conservation processes', page 61).

Note that if some compatible uses are identified in the conservation policy, then one of the conservation processes could be modification, and the process part of the conservation plan would say *how* it will be modified.

Summary of conservation processes for three heritage environments

	Natural	Indigenous	Historic
All heritage conservation requires at least:	Maintenance Protection Monitoring	Maintenance Protection Monitoring	Maintenance Protection Monitoring
And one or more of:	Preservation Restoration Modification Regeneration Enhancement Reinstatement	Preservation Restoration Reconstruction Renewal Adaptation	Preservation Restoration Reconstruction Adaptation

Definitions of conservation processes

Australian Natural Heritage Charter: Standards and principles for the conservation of places of natural heritage significance 1996

Maintenance

Definition: Maintenance means the continuous protective care of the biological diversity and geodiversity of a place and is to be distinguished from repair. Repair involves restoration and reinstatement. Article 1.30.

Protection

Definition: Protection means taking care of a place by maintenance and by managing impacts to ensure that natural significance is retained. Article 1.29.

Preservation

Definition: Preservation means maintaining the biodiversity and/or an ecosystem of a place at the existing stage of succession, or maintaining existing geodiversity. Article 1.27.

Restoration

Definition: Restoration means returning existing habitats to a known past state or to an approximation of the natural condition by repairing degradation, by removing introduced species, or by reinstatement. Article 1.24.

Modification

Definition: Modification means altering a place to suit proposed uses which are compatible with the natural significance of the place. Article 1.28.

Regeneration

Definition: Regeneration means the recovery of natural integrity following disturbance or degradation. Article 1.23.

Enhancement

Definition: Enhancement means the introduction to a place of additional individuals of one or more organisms, species or elements of habitat or geodiversity that naturally exist there. Article 1.25.

Reinstatement

Definition: Reinstatement means to introduce to a place one or more species or elements of habitat or geodiversity that are known to have existed there naturally at a previous time but that can no longer be found at that place. Article 1.26.

Draft Guidelines for the Protection, Management and Use of Aboriginal and Torres Strait Islander Cultural Heritage Places, 1997, now out of print, for more information contact the Director, Indigenous Heritage Section, Australian Heritage Commission, GPO Box 787, Canberra, ACT 2601.

Maintenance

Definition: Maintenance means the continuous protective care of *the cultural value of a place*. It may relate to the maintenance of oral and/or customary tradition associated with a place or to the fabric, contents and setting of a place. (Text in italics does not appear in definitions contained within the Burra Charter).

Preservation

Definition: Preservation means maintaining the fabric of a place in its existing state and retarding *or slowing* deterioration. (Text in italics does not appear in definitions contained within the Burra Charter).

Restoration

Definition: Restoration means returning the existing fabric of a place to a known earlier state by removing accretions or by reassembling existing components without the introduction of new material. (Same as the Burra Charter).

Reconstruction

Reconstruction means returning a place to a known earlier state and is distinguished by the introduction of material (old or new) into the fabric. (same as the Burra Charter)

Renewal

Definition: Renewal means any action which renews, or revitalises, the cultural significance of the place. Sometimes these actions may affect the fabric or the physical aspects of the place.

1. Non-Physical Renewal

Revitalisation can occur as a result of activities which do not alter the fabric; for example, by the telling of new stories, or by the use of the site for ceremonies.

2. Physical Renewal

Physical renewal means altering the fabric (using new or old material) in order to maintain the cultural significance

of a place. For art sites this includes re-marking and embellishment, new-marking and superimposition. (Renewal is not defined within the Burra Charter).

Adaptation

Definition: Adaptation means modifying a place to suit proposed compatible uses. (Same as the Burra Charter).

The Burra Charter: *The Australia ICOMOS Charter for Places of Cultural Significance*, 1999, Australia ICOMOS (International Council on Monuments and Sites)

Maintenance

Definition: Maintenance means the continuous protective care of the fabric, contents and setting of a place, and is to be distinguished from repair. Repair involves restoration or reconstruction and it should be treated accordingly. Article 1.5.

Preservation

Definition: Preservation means maintaining the fabric of a place in its existing state and retarding deterioration. Article 1.6.

Restoration

Definition: Restoration means returning the existing fabric of a place to a known earlier state by removing accretions or by reassembling existing components without the introduction of new material. Article 1.7.

Reconstruction

Definition: Reconstruction means returning a place as nearly as possible to a known earlier state and is distinguished by the introduction of materials (new or old) into the fabric. This is not to be confused with either recreation or conjectural reconstruction which are outside the scope of this Charter. Article 1.8.

Adaptation

Definition: Adaptation means modifying a place to suit proposed compatible uses. Article 1.9.

Determine responsibilities for actions

Deciding who is responsible for implementing the conservation plan is crucial for its success. There may be a number of people who will carry out different conservation processes and other tasks. List these people and the tasks they are responsible for in the plan.

Implement the plan

Write the plan. The checklist below can assist you. Ensure that the plan addresses monitoring, reviewing and updating (see Chapter 9). Sometimes conservation plans sit on the shelf of an office gathering dust. Involving community groups, landowners and other interested parties in the process of developing the plan and assigning responsibility for tasks can ensure that the plan will be successfully implemented. Chapters 7 and 8 provide some more ideas for ongoing involvement.

The following checklist will guide you through the flow chart and help you to develop your conservation plan.

Checklist for developing a conservation plan

- What are the boundaries of the place?
- Who are all the individuals and groups who may have an interest in the place? Which of these should be involved in decisions about managing the place?
- What information is available about its fabric, setting, contents, associated documents, land use, spiritual use, biological diversity, geodiversity or habitats?
- What are the significant values of the place? Have they all been identified? Is there a statement of these values?
- What are the objectives for the future condition of the place?
- What conservation principles will be used?
- What conservation processes or actions are needed to conserve the significance of the place?



- What are the constraints and opportunities arising from management issues such as resources?
- Has knowledge of the significant values, choice of conservation processes and management constraints and opportunities been integrated into a conservation policy for the place?
- Who needs to be involved in agreeing to the conservation policy for the place?
- What strategic actions do you need to take to fulfil the conservation policy and plan?
- Who needs to do what, and when? Who is responsible for which actions in the plan?
- How will monitoring and reporting on the success of the plan be carried out?
- How will the plan be amended to improve it as a result of monitoring?

What should go into a conservation plan?

Typical contents of a conservation plan include:

- a description of the place and its setting
- a statement of the significant heritage values
- an assessment of the condition, management realities, threats, opportunities and other non-heritage issues relevant to conserving the place
- a statement of the conservation principles on which the plan is based
- a conservation policy which includes conservation objectives for the place
- the conservation processes to be used
- strategies for conservation, with timing, costs and other resources
- controls on research and other actions that may affect the place
- a list of people responsible for carrying out actions of the plan
- an ongoing maintenance and monitoring plan and who is responsible
- a process and timing for reviewing and updating
- strategies for interpreting values.

Chapter 7. Raising support for heritage conservation

Conservation of heritage places often requires funding and the support of the wider community or key people and organisations. This chapter describes the methods you can use to find or encourage support for the heritage conservation of particular places.



Support for heritage conservation can be found at a variety of levels.

Your approach could involve any of the following:

- Conserving through heritage listing
- Conserving through other legal means
- Conserving through other actions

Conserving through heritage listing

Commonwealth, State, Territory and some local governments and community organisations maintain lists or registers of places of significance (see Chapter 4 for an outline of the major registers). Some registers provide legal protection to all the places listed, including penalties if a site or object is damaged in any way. Others have limited or no statutory force, but the organisation responsible for the register may assist in protecting the place in various ways, for example, the National Trust may assist by lobbying or providing expert advice. Listing of a place may enable access to financial incentives for conservation such as grants, low-interest loans, rate rebates and income tax incentives.

Sometimes listing simply enables the profile of a place to be raised and for there to be greater public recognition of the values of a place. This can be a useful initial step in a long-term conservation strategy. In some cases (such as for indigenous places) listing may not be appropriate and should not be contemplated without adequate consultation with the community involved.

Nominations for listing in a register can generally be made by anyone, usually on a prescribed form. The organisation responsible for the register considers a proposal for listing after referring to appropriate expert advice. Be aware that this process can take a very long time.

When formally nominating a place to a heritage register, it is useful to provide an assessment of significance against a set of criteria which have been developed for this purpose. Each State and Territory historic heritage agency has its own set of criteria, but they are all based on common principles. The criteria used by the Australian Heritage Commission are appended at the back of this guide.

What should be included in a heritage register nomination?

Location

Include a description of the location of the place:

- address or location details, for example, a written description, a sketch map showing how to get to the place, map references with map coordinates
- the name of the owners of the land – it may be private and/or crown land
- the names of the shire or municipality, county and parish in which the place lies.

Description

Provide a clear description of:

- the physical features of the place and its elements
- the development sequence of the place. For a natural place, 'development' could include its natural evolution and more recent changes; for an indigenous or historic place, it could include stages in the creation of the place as well as later changes, additions or removals.

Note the sources of each piece of information, for example, use footnotes or another referencing system to keep track. Include the names of people providing the information, references to notes, tapes, photographs or other material, and dates of meetings, site visits or interviews.

Note any unsolved problems, for example, missing information about an aspect of the place or inconsistencies between the conclusions drawn from the field study and research work. These may need further work at a later stage and are important to highlight now.

Statement of significance

A statement explaining why the place is of natural or cultural heritage significance (see Chapter 4).

Condition

Describe the condition of each place. Is it degraded in any way? Is it structurally sound? Have any key parts contributing to the whole been removed? Are there any threats to the place?

Attachments

Attach relevant notes, records or reference materials and any photographs, tapes, videos or drawings made of the place to each place record.

Conserving through other legal means

Other means of conserving heritage places are to:

- consider legislative protection
- consider voluntary agreements and covenants
- apply for rate and tax rebates.

Consider other legal means

Particular types of heritage places such as archaeological sites or habitat of threatened fauna or flora species are protected under Commonwealth, State or Territory legislation.

In some States and Territories a conservation or preservation order can be gazetted over places of considerable significance. These may impose restrictions on the use or development of the place and require the owner to consult with the relevant heritage authority over proposed changes to or re-use of the place.

In some States and Territories local government by-laws or local laws are used to protect heritage places.

Case Study

Protecting native vegetation: Brisbane City Council Vegetation Protection Ordinance

Brisbane City Council has a vegetation management program designed around the combined objectives of, firstly, maintaining open space and hence amenity in the city and, secondly, conserving biodiversity.

Vegetation protection orders and non-urban zoning are the regulatory and statutory processes used to protect native vegetation within the city. Vegetation protection orders were introduced in 1991 and are targeted at key natural areas and sites rather than covering every property in the city. An order has the effect of making vegetation clearance a development, therefore requiring approval by the council. In addition, land within the city may be zoned into one of three non-urban conservation zones, ranging from high value sites to lower value sites.

Consider voluntary agreements and covenants

Landholders can be encouraged to enter into voluntary conservation agreements with a State, Territory or local government authority, depending on the legislation. In the case of covenants on title, the undertaking to protect specified heritage values can be binding on future owners as well as the current owner if properly applied. Other voluntary agreements may be terminated at the request of the owner, or when title to the land passes to someone else.

Case Study

Protecting heritage places with covenants: The Great Ocean Road Appeal

Between 1991 and 1995 community groups from the Great Ocean Road area of Victoria held an appeal to raise money to purchase an area of coastal heathland of prime conservation significance. The area was under threat from residential development, so the Great Ocean Road Committee was formed at the instigation of the Anglesea and Aireys Inlet Society for the Protection of Flora and Fauna and other conservation groups. The Great Ocean Road Committee was supported by the Victorian Trust for Nature, which acted as banker for the appeal. The appeal raised funds from the public totalling \$393 000, and contributions from the Commonwealth and State governments exceeding \$500 000.

All of the land identified as of conservation significance along seven kilometres of the Great Ocean Road between Anglesea and Aireys Inlet has now been protected by purchase or Trust for Nature covenants. An area of 316 hectares was purchased, partly with the appeal funds, and has now been transferred to the Angahook-Lorne State Park. The remaining 130 hectares of privately owned heathland have been permanently protected by voluntary conservation covenants between private landholders and the Trust for Nature.



A toll gate set up just off the Great Ocean Road near heathlands to encourage people to donate voluntarily to the appeal.

Examples of covenants and agreements include:

- nature conservation agreements in Queensland
- agreements with the Heritage Council of Western Australia
- section 173 agreements under the Victorian Planning and Environment Act
- heritage agreements in South Australia, which apply to areas of native vegetation.

Apply for rate and tax rebates

Land tax relief and rate rebates are other forms of financial assistance that may be available to landholders. In the case of rate rebates, a percentage of a property's municipal rates are rebated based on the amount spent in that year on approved conservation works.

Taxpayers planning to carry out historic heritage conservation works on a property listed in the Register of the National Estate or a State or Territory heritage register may be eligible for a tax rebate under the Commonwealth Tax Incentive for Heritage Conservation Scheme. Check with the Commonwealth Department of Communications and the Arts for current details.

Some expenditure on historic heritage conservation work may be deductible under other provisions of the Income Tax Assessment Act, for example, repairs on income-producing properties and capital expenditure.

Conserving through other actions

Other ways to conserve heritage places are to:

- contribute to the development assessment process
- become involved in managing heritage areas
- work with developers
- work with local councillors
- start a campaign
- apply for funding
- seek advice and assistance

- organise training for your group
- talk to schools and educational institutions
- start a heritage network
- interpret places.

Contribute to the development assessment process

Community members often have a right to be consulted as part of the development assessment process. Where these rights exist, you can participate by making submissions on development applications, appealing decisions you do not agree with and commenting on draft local environmental strategic or zoning plans. You can contribute your information on the significant heritage values of the place from your heritage study.

Communities can also become involved in the formal environmental impact assessment process through:

- commenting on guidelines or scoping documents and identifying specific aspects that should be covered in the impact assessment of a particular project
- gathering and submitting data on issues or heritage aspects of concern
- participating in community consultation processes
- commenting on draft environmental impact statements and development applications.

Become involved in managing heritage areas

Public or corporate land managers are often interested in involving the community in making decisions on the management of land or heritage places. This could be through a community advisory group, a representative on a management committee, or through a friends group. Friends groups often get involved in hands-on work, such as weeding, tree-planting, repair work and fencing.

Case Study

Advising on conservation management: Anglesea Heath Advisory Committee

Anglesea Heath near Geelong in Victoria is an area listed in the Register of the National Estate for its richness of plants, landscape and cultural features, presence of rare and endangered plant and animal species, uncommon ecosystems and its importance as a research site. Alcoa (Australia) holds a mining lease over areas both within and outside the area. Alcoa mines brown coal on a 500-hectare area adjacent to the 7000-hectare heritage-listed area, and supports the conservation of the listed area.

To help in maintaining the natural values of the area, an advisory committee has been formed with representatives from Alcoa, ANGAI (a local environmental group), Geelong Environment Council, Surf Coast Shire, Deakin University and the Department of Natural Resources and Environment.

A draft management plan has been prepared by the advisory committee, with assistance from a project officer. The documentation of the plan followed consultation with the local community, local government and groups interested in using the land for recreational purposes. It is proposed that the management of the area be handled by a partnership of Alcoa and Parks Victoria, with recommendations from the advisory committee and other interested groups.



Gravel Pit in Coalmine Road is a joint revegetation project between ANGAI, the Department of Natural Resources and the Environment and Alcoa.

Work with developers

Sometimes you can work with developers to find ways of both developing and conserving heritage places. The challenge is to identify uses and types of development that are both feasible and compatible with retaining significance. Empty buildings are subject to deterioration and, in some cases, vandalism, so it is particularly important to ensure that there is a viable use.

In many places where the current use has maintained significance to date, such use can continue indefinitely. The use may be an important aspect of the significance.

However, a place may no longer be needed for its original purpose, or the owner or managing agency (in the case of public buildings or land) may wish to develop a property to gain a better financial return. Specialist advice and detailed site planning may be needed to cater for proposed changes, while minimising loss or disturbance to heritage values.

Some heritage places have the potential to be developed as tourist destinations, bringing important economic benefits to the district. Such projects need a careful feasibility study and sufficient capital funding to be established, as many sites do not make a profit, and there is a lot of competition for the 'visitor dollar'. Tourism can have an adverse impact on the heritage values of a place, or can be beneficial to the place if its significant values are maintained.

Work with local councillors

Make sure that local councillors have the opportunity to understand the value of heritage places in your local area, and what needs to be done to conserve and protect them. Arrange a tour of local heritage places for newly elected councillors so that they can experience at first hand the special significance of these places to you. Invite councillors to meetings of your group, just to listen, or to discuss a particular issue.

Start a campaign

Heritage conservation decisions can be influenced by starting a public campaign. Campaigns typically involve:

- presenting your case to the local or wider media to build support and influence decision-makers
- demonstrating support by gathering letters and petitions, holding public meetings or rallies, both on and off site
- lobbying or making delegations to decision-makers – the relevant minister, your local parliamentarian, local councillors or a ministerial adviser.

Apply for funding

Commonwealth, State or Territory government agencies or local authorities may offer low-interest loans or grants for conservation works. For example, the New South Wales Heritage Council supports a program of local government loan funds. See the information on funding for heritage action in Chapters 2 and 8.

Seek advice and assistance

There may be an advice service available to landholders about conservation and compatible development of heritage properties. This may be available from State or Territory agencies, and/or through councils. Many councils employ part-time heritage advisers who generally deal with historic heritage, but may be able to direct you to sources of advice for other places. Typically, a heritage adviser is responsible for:

- advising owners and managers about structural or maintenance problems
- providing preliminary advice on alterations or extensions to a building
- preparing guidelines on specific topics
- advising council on heritage matters, including planning and building applications
- assisting people with funding applications.

Case Study

Raising the profile of heritage places: Glenorchy City Council Heritage Officer

Glenorchy City Council Tasmania has employed a heritage officer since 1995, a position initially funded through a National Estate Grant. Council opted to continue funding the position and concentrate efforts on raising the community's understanding and appreciation of heritage places and heritage issues in the city. The heritage officer works with local schools, service groups and community organisations to assist the community through:

- providing advice on development which might affect heritage places, such as additions, extensions and alterations to houses, the removal of trees and significant vegetation, signs on commercial buildings, and colour schemes of heritage buildings
- providing local history and geographical information to school students, family history researchers, teachers and tourists
- providing advice on funding for heritage conservation, such as the Tax Incentive for Heritage Conservation Scheme
- promoting the value of owning a heritage-listed property
- assisting with projects such as the Collinsvale Oral History Project and exhibition

- enforcing the provisions of the planning scheme regarding heritage-listed buildings, and updating the heritage planning provisions of the planning scheme and the heritage list.

The council sees caring for the environment, both natural and cultural elements, as a core goal. The employment of a heritage officer helps to ensure that the council can meet the expectations of the community in this regard, raise the profile of heritage within the community, and promote a culture of care within the council.



Sarah Waight, Heritage Officer with Glenorchy City Council, looks through some mounted photos of the Claremont Army Camp.

Advice can also be provided in other forms, including written guidelines (national, State and Territory, from another municipality or prepared especially for your locality), videos, workshops and field days. Coastcare and Landcare facilitators, indigenous heritage officers and the research officers of the Australian Heritage Commission's natural environment panels may be able to help or point you in the direction of other assistance.

Organise training for your group

Obtain training for your group or community in conservation processes, project planning and so on, to build on your own experience in conservation. Funding for training can often be built into grant applications.

Talk to schools and educational institutions

Encourage schools and tertiary educational institutions to do research into and make recommendations for the conservation of places. In some cases it may be feasible to get students actively involved in conservation works projects, or have schools include your local heritage places as a field site in their environmental studies units.

Case Study

Promoting and supporting heritage action: MidWest Heritage Network, Western Australia

MidWest Heritage Incorporated is a voluntary regional group which aims to promote the natural and cultural heritage of the MidWest region of Western Australia. The group, which has a committee of 10 and around 150 members, produces *Heritage Views*, a regular journal which is distributed widely and focuses particularly on issues concerning regional heritage. The group also provides support to local community groups and property owners who are interested in heritage through advice and practical workshops and seminars.

Members of the MidWest Heritage receiving the 1997 Heritage Award in recognition of their considerable determination and commitment in establishing an awareness of heritage in the MidWest Region.



Start a heritage network

A heritage network can become a focal point for people interested in heritage in your local area. Heritage networks are groupings of people interested in both natural and cultural heritage, who benefit from working together and learning about the heritage issues others are dealing with. They aim to inform and provide support to members working to conserve heritage in the area, and also to facilitate connections between different groups.

Interpret places

Interpretation is the art and science of explaining places – their past, their relationships to people and other places, and their significance to people. Interpretation is a communication process which promotes understanding of, and an opportunity to experience, a place.

Information gathered through a heritage study can form the basis of a local interpretation strategy designed to build greater community awareness of the heritage values of a place. The strategy could use a variety of interpretation techniques, some of which may be relatively straightforward or others which



Rock Art Interpretation, Ubirr Rock (formerly Obiri), Kakadu National Park.

could be very complex, for example, signs or plaques on significant main street buildings, guided walks visiting special sites, open days to allow people to see inside places normally closed to the public, performances based on a past event and held on that site, or booklets and self-guided walks.

Special skills are required to interpret a place effectively. Anyone can give a guided tour of a place or write the words for a sign relating facts about a place. However, your objective in interpreting a place should be to promote a better understanding and appreciation of the place among visitors to the site. Facts alone cannot do this. An interpreter should have a deep understanding of and interest in the place, good communication skills, an understanding of how people learn, and a genuine interest in wanting to help visitors. Professional associations like the Interpretation Australia Association can assist with providing the necessary skills (see the Resources section of the guide).

It is important with any interpretation project to make sure that all the appropriate people are aware of the project and have had an opportunity to contribute views early in the process. In cases where it is necessary to present factual historic or scientific



Raising awareness of Aboriginal history: Bataluk Cultural Trail, Victoria

The Bataluk Cultural Trail runs from Sale to Cann River in East Gippsland. It promotes Koori sites and tourism enterprises identified by local communities. Some of the Koori sites in East Gippsland include artefact scatters, shell middens, scarred trees, mass-acre sites and axe-grinding grooves.

The trail was developed as a joint initiative of local Koori organisations and two shire councils. It is administered by a committee which includes representatives of the region's five local Koori organisations.

The trail introduces people to the region's landscape and aspects of its Koori history, including Dreamtime stories, traditional lifestyles, European invasion and settlement, and contemporary Koori enterprises. As it moves through East Gippsland, the trail follows trading routes that Kooris have travelled for more than 18 000 years.

information, ensure that the information is correct. If using quotes, make sure they are accurate. Where there is a possibility of an indigenous interest, check with the local indigenous community organisation to make sure that the information presented is appropriate in terms of indigenous cultural protocol, and acknowledges indigenous intellectual property. There is nothing worse than spending hard-won money on a sign or publication only to find there is an error or inappropriate use of information.

Chapter 8. Heritage protection for local authorities

There are many types of decisions at the local level which might affect heritage places. For conservation of heritage places, making the right decisions in the first place is better than having to take crisis action later. This chapter outlines a number of strategies for ensuring protection of heritage places through decision-making.



A key approach to protecting heritage places is to ensure that heritage values are taken into account at an early stage in all relevant planning and decision-making processes.

The main types of decisions which can affect heritage places at the local level relate to:

- strategic planning
- statutory planning
- other council actions.

Strategic planning

Protection of local heritage places is a relevant consideration in a wide variety of strategic plans prepared at local, regional, State and Territory level. If natural and cultural heritage are not given adequate recognition in ‘big picture’ strategic plans, then detailed protection and management measures at the individual site level can be overwhelmed by larger scale forces of change.

Strategic planning involves reviewing information about the current situation as a basis for deciding on actions to move towards a desired future state. The various forms of strategic planning will most effectively ensure protection of heritage places where a comprehensive heritage study is undertaken before the development of the plan so that all possible heritage places are known (see Chapters 4 and 5).

Statutory planning

This can involve:

- planning schemes
- development assessment

Planning schemes

These include:

- planning instruments
- development control
- performance standards
- guidelines for development

Planning instruments

All Australian States and Territories encourage heritage provisions in statutory planning schemes or local environmental plans. The basic components are:

- a statement of aims or purpose
- specification of places of heritage significance, using a schedule or register listing
- controls over changes to places of significance.

Planning instruments can be reviewed to see whether they promote a level of development that poses a threat to heritage places or their setting.

Development control procedures

Planning instruments are implemented through development control procedures that require local authority approval for proposed changes.

Development control procedures can be designed to:

- incorporate heritage considerations into the *preparation* of proposals for change of use or development (ask the same questions as listed under the heading ‘Council works and land management’ in the information on other council actions later in this chapter)
- *assess* proposals in terms of their effects on heritage significance
- integrate the requirements of government agencies into any approvals
- gather the views of interested third parties
- issue approvals with effective and enforceable *conditions* and requirements to protect heritage significance.

While the detail of controls varies around Australia, the most common form of control is a requirement for consent before making changes to specified heritage places, or within an area covered by a heritage conservation overlay or zone. Such controls can be applied to individual places, including structures or trees, precincts or broader landscapes. They can also be used to protect the setting of places. These controls allow councils to regulate development in areas which have not been surveyed in detail but which are known to be highly likely to contain heritage places.

How do we include heritage concerns in strategic planning?

Type of plan	Ways of incorporating heritage
Greening plans or catchment management plans are systematic approaches to managing natural resources and native vegetation and maintaining biodiversity within an area.	Can include sections addressing management and protection of both natural and cultural heritage values.
Integrated local area plans are strategic assessments of all significant physical, environmental, economic, social and cultural issues facing the local area, and a holistic and coordinated approach to planning and ongoing management of activities and resources.	Encourage coordinated planning for and consideration of heritage.
Local Agenda 21 is a long-term strategic program for achieving sustainability in the twenty-first century, embracing social, economic and environmental issues, including heritage conservation.	Acknowledge that natural and cultural heritage conservation is a key factor in achieving sustainability.
Local environmental, conservation or cultural strategies.	Detail management and protection strategies for natural and cultural heritage.
Outline development plans or structure plans for urban growth areas.	Can designate natural and cultural heritage places to be protected as open space or other zoning/use that will assist in retaining their values, and/or identify areas of land which should be regarded as 'sensitive' because of the high likelihood of their containing heritage places.
Regional and local land use plans or strategies outlining broad land use policies.	Can include policies to ensure that development and redevelopment do not adversely affect heritage precincts or areas, and/or identify areas of land which should be regarded as 'sensitive' because of the high likelihood of their containing heritage places.
Regional or local economic development strategies.	Can consider how heritage places will be protected by having compatible or sympathetic uses that protect significant heritage values, as part of economic development.
Tourism development planning.	Can consider how heritage places will be protected by having compatible or sympathetic uses that protect significant heritage values, as part of tourism development, including cultural and nature-based tourism.
Vision statements or 'preferred future' statements for the local area.	Recognise that it is important to identify places to be kept for the benefit of future generations.

Case Study

Planning for natural and cultural heritage conservation: Cooloolo Conservation Strategy, Queensland

Cooloolo Shire Council in Queensland, in partnership with the local community, has developed a Conservation Strategy to guide council decisions affecting planning and the environment, with a view to promoting the concept of sustainable development within the shire.

The Conservation Strategy program was coordinated by the council's senior planner, but was driven by a steering committee called the Cooloolo Conservation Co-ordination Team. This group included representatives from organisations such as Landcare, the National Farmers' Federation, Cooloolo Environment Group, field naturalists, heritage committees, progress associations, catchment coordinating committees, Aboriginal groups, farm forestry groups, councillors and council staff, and State government representatives.

Community participation in the development and implementation of the strategy has been promoted through the use of incentives such as prizes for returning surveys, free trees for schools participating in consultation, equipment for Landcare groups monitoring waterways, free trees for residents, rate relief for private conservation areas and farm forestry projects, community environmental awards and in-kind payments for community groups organising forums to review the draft Conservation Strategy. Nearly 700 people throughout the shire attended small group workshops conducted during the initial consultation on the strategy.

The strategy is being implemented through a range of programs across several different themes identified in the conservation 'vision' promoted by the council. The key themes of the conservation vision are:

- cultural identity preserved
- healthy waterways
- natural areas and open space conserved
- productive employment in sustainable industries
- planned population densities and social infrastructure
- farmland and primary industries preserved
- clean environment
- sense of place created.

Actions associated with achieving this vision are implemented through four areas of council activity: statutory planning (strategic designations, conservation zones, performance criteria, bonus systems in the planning scheme); community nature conservation (encouragement of community revegetation/restoration projects, awareness campaigns and awards/recognition); codes of practice (preparation of guidelines and incentives to guide work practices of council staff and contractors); and regulatory control (as a last option, the use of local laws to encourage better management).



Addressing riverbank erosion. International volunteers join with Australian Trust for Conservation Volunteers to stabilise riverbanks.



Local residents planning a revegetation project.

The Australia ICOMOS Burra Charter and the Australian Natural Heritage Charter can assist in establishing conservation principles for the controls.

Performance standards

Another form of development control is performance standards. A performance-based approach to development controls allows scope for more sympathetic treatment of heritage places than mandatory, prescriptive standards. With a performance-based approach, the required outcomes are specified, but there is flexibility as to how these are actually achieved.

For example, outcomes specified might take the form of:

- no development to obscure a particular view or feature within an area defined by particular sight lines
- additions or extensions to a protected building acceptable without requiring a permit where, for example, total floor area is not increased by more than 50 per cent of ground floor area, and the extension is not visible from the street.

When considering the flexibility of performance-based controls, also consider their statutory and legal appeal implications. Appeal systems often favour specified controls over performance-based controls.

Guidelines for development

Guidelines detailing how to protect heritage significance while undertaking changes to places can be incorporated formally or informally into the planning control system.

Guidelines describing acceptable forms of development are useful to assist property owners and their design consultants, as well as assisting councils to make consistent decisions. Technical and design guidelines have been prepared on many topics, and can be adopted (with permission) or adapted to local conditions. They may be needed for issues such as:

- demolition and alteration of buildings
- construction of additions and extensions
- design of infill buildings in heritage areas



Case Study

Planning controls for cultural landscapes: Wingecarribee Shire

Wingecarribee Shire in the Southern Highlands south of Sydney contains land that has some of the oldest remnants of European settlement in Australia. There are hillsides with the remains of furrows ploughed in the 1800s, and rural landscapes dotted with trees planted by early squatters and pastoralists.

In response to a desire to conserve the heritage values of a series of key historic rural landscapes in the shire, the council has developed and implemented a conservation planning strategy.

The strategy has the following components.

- The introduction of a new Environmental Protection Landscape Conservation Zone into the town plan, which significantly restricts land use activities to those which are compatible with landscape values. In addition, the town plan has been amended to require consent for the clearing of vegetation in the zone.
- A draft development control plan which stipulates performance-based planning principles or controls for new developments in the Environmental Protection Landscape Conservation Zone. The draft plan also nominates the key environmental and heritage attributes of the various historic rural landscape units, and offers specific planning principles that should be incorporated into new developments in those areas.

- development of adjoining natural areas, including sediment control, stormwater management and tree protection
- works in the vicinity of archaeological sites
- proposals in areas known to be likely to contain indigenous sites
- mineral exploration on land controlled by an indigenous community.

Development assessment

This involves:

- specifying information required
- impact assessment
- seeking community and specialist advice
- consulting about proposed change
- negotiating with applicants
- developing consent conditions.

Specifying information required

For proposals affecting heritage places, councils need to itemise the information to be provided with a development application (in addition to the usual information requirements). This typically includes:

- a plan showing the location of all buildings and other features, both natural and constructed, on the site
- information about the heritage significance of the place
- information about whether a survey or study of heritage values or places has been undertaken
- a description of the likely impact of the proposal, in both the construction and operational phases, on the significance of the place.

For identified heritage places not protected in the planning scheme, an internal procedure could be established to monitor development applications that may affect these places.

Information about heritage places gained through studies, inventories or other investigations should be readily available to and used by council officers when advising on both development control and works project decisions. One important tool useful when assessing the impact of a proposal is a conservation plan (see Chapter 6). Where information about an important place is inadequate, a conservation plan could be required in connection with a development application, either as a pre-condition to assessing the application or as a condition on a permit.

A growing number of local government authorities now maintain a computer-based geographic information system, with layers of information relating to land across the local government area. Heritage places can form one layer, with an associated database providing more information about each place.

Impact assessment

Proposed development with the potential to threaten or disturb known or potential heritage could be subject to impact assessment. Councils can use a checklist to prompt the investigation of potential environmental impacts of development, including impacts on heritage places. Impact assessment should address the effects of the development upon the significance of a place. Such assessment may require the employment of one or more heritage specialists, at the proponent's expense. In cases of unacceptable impact, the proposal may need to be modified or abandoned. Where disturbance to a place is permitted, mitigation or salvage work may be required as a condition of project approval.

Checklist

When assessing an application regarding a heritage place, councils should take into account:

- the significance of the place and its contribution to the heritage of the locality
 - the impact of the proposal on the significance of the place
 - where the impact is likely to be adverse, whether there are any alternatives to the proposal as it stands
 - whether the impact can be minimised
 - any conditions that should be part of an approval.
-

Seeking community and specialist advice

There are many sources of community and specialist advice that can be drawn on by councils when assessing development applications. For example, indigenous people will have special knowledge of indigenous heritage values and places, and may be authorities on natural environments and their

management. Other individuals and organisations will have special knowledge and skills.

An official heritage advisory committee could advise a council on the implications of proposals affecting heritage places. This can be an effective way of drawing on knowledge and skills residing in the local community. It can include elected representatives, council staff, specialists and members of the community.

The professional services of a heritage adviser or specialist consultants could be engaged to advise on specific development applications. For example, if an application for demolition is based on the claim that the building is structurally unsound, it may be desirable to obtain independent advice from a heritage architect who may be able to suggest alternatives.

Consulting about proposed change

The approvals process for any works, development or change in use affecting a heritage place should contain 'triggers' to ensure that all relevant stakeholders are notified and consulted. Consultation is most effective and least disruptive if undertaken early in a project planning or approvals process.

If confidentiality of site location is necessary, then parts of the municipality could be designated as a 'special consultation area', and any development proposals in these areas discussed with the interested parties, such as indigenous custodians. In consulting with indigenous people and groups, it is vital to correctly identify the relevant individuals and groups for any area of land.

Consultation takes time. Allow sufficient time for people to consider their views and respond. For government organisations, this can take several weeks. Voluntary organisations need longer as they may meet only monthly. It depends on the complexity of the issue and the resources of the community or organisation being consulted. For example, for indigenous groups to comment on development proposals with regard to ceremonial or spiritual sites, the process could involve many people who may be scattered throughout the region, and may take several months.

Negotiating with applicants

Negotiations between a council and an applicant before a decision is made can be effective in modifying a proposal after it is submitted to protect heritage significance. In some situations, planning and building requirements can be relaxed to encourage appropriate re-use of places. An example is a dispensation to use an historic building for a purpose prohibited in the planning scheme where that use is compatible with retaining significance. This provides an opportunity to conserve the building, and will not be detrimental to the overall amenity of the area.

It may also be appropriate to consider waiving certain building requirements such as fire rating in a case of major alteration or change in use where it is very difficult to comply while retaining heritage significance of a building. Other standard provisions such as setbacks or car-parking requirements could be adjusted to encourage compatible development or viable re-use.

A council can negotiate with a landholder to allow more intensive development than would normally be allowed on part of a property with low heritage value, or on another site owned by the landholder, in return for protecting or transferring to council ownership a significant place on the property. Such a transfer of development rights has commonly been used to protect heritage buildings in city centres, but is increasingly being applied to natural heritage areas. Care needs to be taken in using these types of provisions, however, because they can create density problems which adversely affect the setting of heritage places.

Developing consent conditions

Planning permits can be issued with conditions attached to protect heritage places, for example:

- a requirement for an archaeologist or other specialist to be on site while works are done, in case any items of significance are revealed
- a requirement for a landholder to enter into a covenant to preserve and maintain a specified heritage item
- indigenous plant species to be used in landscaping works

- consent from the relevant indigenous community to be obtained before any disturbance to or destruction of an indigenous site.

Council officers who have a basic understanding of heritage conservation and know the approval conditions can be assigned to the task of checking on compliance as the project progresses. Penalties for infringements should be applied through the relevant enforcement procedures.

Other council actions

Councils can take other actions to protect heritage, including:

- developing corporate plans and policies
- establishing procedures for council works and land management
- acquisition of land
- funding and assistance
- training
- supporting community action
- celebrating heritage.

Corporate plans and policies

Corporate plans for a local council can commit the organisation to protecting heritage places and indicate how this will be done through strategies such as:

- recognising heritage places
- protecting heritage values through council planning and decision-making
- offering assistance to owners
- consulting widely
- protecting and managing council-controlled places
- including best practice heritage conservation standards and principles.



Case Study

Recognising heritage: Waverley Council

Waverley Council in Sydney commissioned a study of Aboriginal occupation and culture in Waverley and the surrounding region. The council's intention was to give Aboriginal names to new facilities or open space areas, and to provide interpretation about the Aboriginal context of the whole municipality. As a result of the study, two parks at Bondi Beach and Bondi Junction have been given Aboriginal names, and information on the Aboriginal history of the area is available through the Municipal Library to schools and the local community.



Gararra Reserve at North Bondi, Sydney.



Eora Reserve at Bondi Junction, Sydney.

Council works and land management

Procedures can be established to ensure that heritage places are protected in the planning and implementation of councils' capital works and land management programs – whether implemented by council staff or contractors. Councils can demonstrate good practice in heritage conservation in any works or management action undertaken on properties they control, such as a park or foreshore reserve, or an historic town hall building, and in works associated with roads, landscaping, street-planting, waste disposal and drainage.

Heritage considerations can be built into all phases of a works or management program including:

- project design
- site or route selection
- construction
- maintenance.

Codes of practice, guidelines, contract conditions and best practice training of field staff can be used to protect heritage places in the construction and maintenance phases of projects.

When planning, or reviewing for approval, works or management projects to be undertaken by local authority staff, contractors, volunteers or the private sector, consider the following.

- Will the action affect any known cultural or natural heritage places? Check National Estate, State and Territory heritage and National Trust registers, and statutory planning controls.
- Is there a need for consultation or survey work to identify unrecorded heritage places that may be affected? Ask the relevant indigenous community, and State or Territory agencies responsible for natural and cultural heritage. It may be necessary to commission a heritage specialist.
- If there are potential effects, what steps are proposed to avoid or mitigate adverse impacts on heritage significance?

- Have all relevant approvals been obtained where protected heritage places may be affected? Approvals may be required from a State or Territory agency, the relevant indigenous community and the council.

Acquisition of land

For very important places, public acquisition may be the best means of long-term protection. Land purchases can be funded through special levies on ratepayers, trust funds, donations or long-term loans. In some cases community groups have purchased a property or an individual landholder has bequeathed their property to the State government or local council.

Developers of land subdivisions are often required to set aside a percentage of land as public open space, or provide the equivalent value in cash to the local council. Councils can negotiate with developers to protect significant places within the open space contribution. Developers' contributions of money instead of land for open space can be set aside for land acquisition nearby.

Land exchanges or swaps are another way for councils to acquire heritage places. They involve local authorities exchanging sites of relatively little significance for sites with heritage value. Councils can accumulate a 'bank' of sites which may be valuable for development but do not have heritage significance.

Once acquired, the land should be permanently protected by reservation for conservation purposes, or appropriate covenants or protection orders.

Funding and assistance

Councils can develop a revolving loan fund which makes funds available as loans to landholders or crown lessees for conservation works. As loans are repaid, the funds become available to support new loans. Councils can set their own interest rates, borrowing limits and priorities for places or works. The initial funds could be established by a special allocation by councils, a small heritage levy on rateable properties, or corporate contributions.



Case Study

Acquiring land for conservation: Brisbane Bushland Acquisition Program

Brisbane City Council currently levies \$30 per rateable property per year for its Bushland Acquisition Program, generating about \$6 million annually to buy areas of valued native vegetation.

Importantly, ratepayers subject to a vegetation protection order are exempt from the levy. Initially funds were borrowed against the levy to facilitate the purchase of significant sites. The levy now funds repayments of the loan and purchase of additional sites. The fund is managed separately from general council revenue and enjoys strong community support.

Depending on State or Territory legislation, councils may have the power to levy a lower property rate in a particular zone or on individual properties as a financial incentive for conservation. This may be conditional on ongoing maintenance of the heritage values.

Councils can offer building or site maintenance assistance on a subsidised cost basis for landholders with special needs or those who are unable to fund essential maintenance to heritage places. Councils can also employ heritage advisers to advise councils and the community on the conservation of heritage places within a local area (see the information on seeking advice and assistance in Chapter 7).

Training

Locally focused training in heritage conservation principles and processes can benefit councillors, council officers and other parties involved in land use and development. In-service training for all officers advising a council on planning approvals should familiarise them with the types of heritage places in an area, as well as the means of protecting them.



Case Study

Council and community conserving heritage: Yalgoo Railway Station, Western Australia

Community and council effort saw the Yalgoo Railway Station become the centrepiece of the Yalgoo Sporting and Community Complex, after it had stood empty and unused for some years. The ground level on the track side of the station was brought up to meet the platform and grassed. The race track and the sports ground stretch out from this area, affording an excellent view of events. The station building provides a kitchen for refreshments, and the platform provides an area for tables and chairs out of the sun and rain. The station continues to fulfil an important social role and is now used for the Yalgoo races as well as many other sporting and social functions.

The Shire of Yalgoo has now funded the completion of a conservation plan for the building.

A local training program could also cover:

- conservation works on heritage places for property owners and those in the building industry
- implications of heritage controls for property owners and occupiers, architects and planning consultants, real estate agents and solicitors.

Supporting community action

Councils can encourage heritage conservation and protection through supporting community action by, for example:

- holding a seminar on 'Researching the heritage of your house or property'
- developing a collection of materials on heritage conservation and management to complement a local history collection at the local library

- establishing or supporting a friends group or community reference group for managing a public reserve
- acknowledging and rewarding those who have made a contribution by listing them in the council newsletter, giving them a special T-shirt that announces their contribution, or honouring them in some way, for example, at an annual dinner
- participating in and providing assistance for conservation works.

Celebrating heritage

Public celebrations are a good way of increasing community awareness and support for heritage conservation. Some of the possibilities include:

- heritage awards for conservation of various categories of place, or for research and educational projects
- a local heritage festival
- an annual heritage week, with a different theme each year
- a photographic, art or writing competition about local significant places
- community visual or performing arts projects that focus on local heritage, such as an art exhibition, a locally written play, or a neighbourhood map on a quilt or mural
- a public ceremony to mark an achievement in conservation, such as the launch of a local heritage inventory or the opening of a restored building.

Case Study

Celebrating a heritage listing: Dawn Fraser Pool

The Friends of the Baths organised a ceremony to commemorate the listing of the Dawn Fraser Pool, Sydney, in the Register of the National Estate. Dawn Fraser swam and trained at the pool which was named after her in 1964. The pool is one of the few remaining tidal public baths on Sydney Harbour, and the only one with most of the surrounding buildings remaining. A plaque, purchased by the Leichhardt Municipal Council to commemorate the register listing, was unveiled by the Chair of the Australian Heritage Commission during the celebrations.

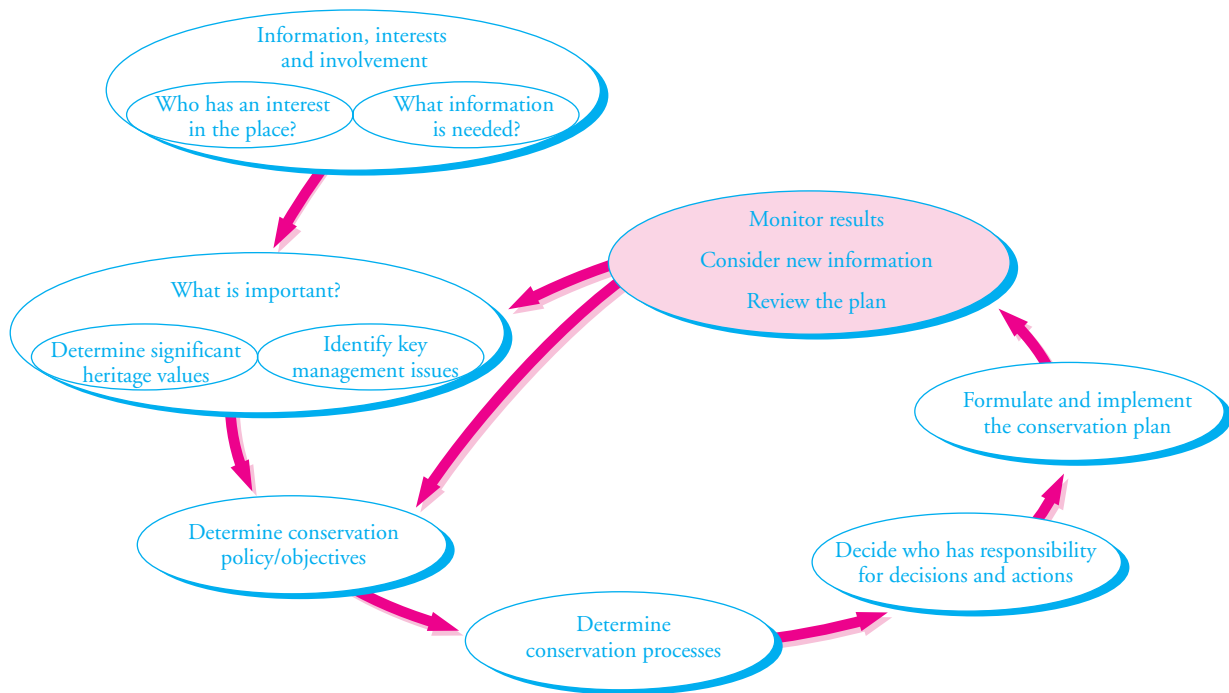


The 1904–24 buildings at the Dawn Fraser Swimming Pool are important for the way they demonstrate the characteristics of early twentieth century public baths and for their historic associations with the development of recreational and competitive swimming and water polo in Australia.

Monitoring progress



The process of heritage place management



Chapter 9.

Monitoring progress

Having identified heritage places and established procedures for conserving or protecting them, you can prepare to monitor and measure the changing status of heritage places in your local area. This chapter lists some ways of monitoring progress.



To evaluate the impact of your heritage action plan, you could monitor:

- overall heritage conservation and protection
- on-the-ground change.

For any monitoring projects:

- have clear objectives
- know the baseline conditions against which change will be measured
- define the time that you are looking at, for example, the last 12 months or the last five years
- collect data which provides a reasonably objective measure of the change, and be realistic about the amount of data that can be collected.

Overall heritage conservation and protection

Evaluate whether aspects of heritage place conservation are changing, positively or negatively, by comparing changes in the number of heritage places:

- protected under legislation or local planning
- damaged or destroyed
- actively managed for their heritage values.

This can be a simple and quick check on an annual basis.

On-the-ground change

Evaluate on-the-ground change by looking at the:

- condition of a heritage place
- influence on key players
- improvement in local resources and knowledge
- community perceptions
- state of the environment reporting.

Case Study

Monitoring the Button Wrinklewort

The Red Hill Regenerators Landcare group in Canberra has been working over the past nine years to conserve the button wrinklewort, an endangered daisy, through restoring its habitat. They have been removing firethorn and blackberry thickets which were taking over. About once a year they count the number of plants in the colony to see whether there is an increase in the population of button wrinkleworts in the area. Over the past 10 years they have found that the population has trebled in size, from a population of 640 to 2200 plants.



Bush Regeneration Group working at Red Hill, Canberra.

Condition of a heritage place

Evaluate improvements in the condition of heritage places by using indicators, for example:

- for a rare plant restoration site, changes in the number of plants in the population at the same time on a year-to-year basis
- an increase or decrease in the rate of erosion of a coastal midden
- a change in the amount of vandalism to an historic site.

Influence on key players

Evaluate the changing attitudes or behaviour of key players such as landholders, developers and decision-makers to assess the impact of local community action.

A first step towards a change in behaviour is often a change in attitude. For example, assess whether key players are willing to:

- consult with heritage organisations and interested individuals
- ask for advice on heritage matters.

Behavioural change could include key players:

- adopting improved heritage management practices
- agreeing to pre-development heritage surveys
- building heritage values into decision-making.

Changes in behaviour can often be measured objectively, whereas changes in attitude may be happening but be less evident.

Improvement in local resources and knowledge

Evaluate whether the level of local resources such as skills, knowledge and information about heritage has improved. This may be hard to assess objectively, but some useful indicators could be:

- the amount of heritage material in the local library
- interest from schools in linking heritage activities into their curriculum
- the number of local groups interested in heritage, or the number of people involved.

Community perceptions

Monitor community perceptions about heritage to see whether they are changing.

If you have access to resources and skills, conduct public opinion surveys at regular intervals to see if there has been any change. Changes in community perception can also be monitored by measuring shifts in:

- attendance at public heritage activities such as heritage walks or planting days





- interest by the local media in heritage stories
- opposition to proposals which will adversely affect well-known heritage places.

For a community group, an indicator of community interest might be a change in the number of people who are getting involved in your projects. For a local government authority, it might be a change in the number of people who ring up to express concern about a proposed change to a heritage place.

State of the environment reporting

The concept of reporting on the changing state of the environment has been adopted by the Commonwealth Government and the New South Wales, Tasmanian and Australian Capital Territory governments. It provides a means of monitoring the overall picture of the state of the environment within a locality.

A state of the environment report typically uses a set of indicators to describe the type and amount of change over a set period, for example, one year. The indicators selected need to be easily understood and, where possible, measurable, and give the clearest picture of what is being achieved or lost. They also need a clear cause-and-effect link indicating the effectiveness of heritage protection and management within the locality.

If the community is not involved in state of the environment reporting, establish a 'state of our heritage' process, producing an annual heritage report. Ideally, this report would go to the council. It would cover the successes and failures of the past year, and would include recommendations on new actions the council could take.

For more information on state of the environment reporting for heritage, refer to Chapter 9 of *Australia: State of the Environment 1996* (see Resources section of the guide).

State of the environment heritage indicators useful at the local level

Changes in the following heritage indicators are useful at the local level.

State of knowledge about heritage:

- number and types of heritage places listed in registers and local heritage lists
- number and types of places known to indigenous communities, but not able to be listed because of confidentiality requirements.

State of legislative protection:

- availability and scope of relevant Commonwealth, State, Territory and local laws designed to protect heritage places
- number and types of places protected under available legislation
- number of decisions under the specific protective provisions of relevant Acts and laws, including local development control decisions.

State of physical condition:

- physical condition and integrity of the heritage places, by class of places.

State of conservation practice:

- number of heritage places managed under agreed management plans and with appropriate resources
- level of financial assistance available
- availability of expertise to the local area – professional, technical and traditional skills and knowledge.

State of community attitudes and involvement:

- level of community involvement in heritage-related organisations
- level of community involvement in the processes of heritage identification, evaluation and listing
- objections to listings in heritage registers.

Source: Adapted from *Australia: State of the Environment 1996* (1996).

Resources

Throughout Australia there are many government and non-government organisations with an interest in heritage conservation. They can provide information and advice on natural and cultural heritage identification, conservation and protection. Many of these organisations have also developed more detailed guides and references on subjects covered in this guide. This section contains contact details for heritage organisations and a list of useful references.

The phone numbers world wide web addresses, and contact details listed are up-to-date as at September 2000.

To search for sites relating to Commonwealth, State, Territory and local government organisations, use the Australian Government's entry point site at <http://www.fed.gov.au>



Heritage organisations

National heritage organisations

Commonwealth Government

- **Aboriginal and Torres Strait Islander Commission:** Has primary responsibility for coordinating Aboriginal policy matters, providing funding, advising Aboriginal organisations and encouraging an increased awareness of Aboriginal issues in the community. Coordinates Aboriginal and Torres Strait Islander policy, provides funding, and advises indigenous organisations. Offices in all States. Tel (02) 6121 4000. More information can be found on the web site: <http://www.atsic.gov.au>
- **National Archives of Australia:** PO Box 7425, Canberra Mail Centre, Fyshwick, ACT 2609. Tel (02) 6212 3600 Fax (02) 6212 3699
- **Australian Heritage Commission:** Responsible for listing natural and cultural heritage places in the Register of the National Estate. Tel (02) 6274 1111. More information can be found on the web sites:
Australian Heritage Commission: <http://www.ahc.gov.au>
Register of the National Estate database:
http://www.environment.gov.au/heritage/register/reg_abt.html
- **Australian Institute of Aboriginal and Torres Strait Islander Studies:** Funds and supports research into Aboriginal studies, including heritage conservation. The institute maintains an extensive library and publications program. Tel (02) 6246 1111. More information can be found on the web site: <http://www.aiatsis.gov.au>
- **Australian National Maritime Museum:** Tel (02) 9298 3777
- **Australian War Memorial:** A repository and research collection for material on wars during the last century. Tel (02) 6243 4211
- **Department of Communications and the Arts:** Responsible for administration of the *Protection of Movable Cultural Property Act 1985*. Tel (02) 6271 1000. More information can be found at the Australia's Cultural Network web site: <http://www.acn.net.au> GPO Box 2154, Canberra, ACT 2610.

- **Department of Industry, Science and Resources:** Tourism has recently developed an Ecotourism Strategy and runs financial assistance programs on ecotourism, forest ecotourism and sites of national tourism significance and tax rebates scheme. Tel (02) 6213 6000
- **Department of the Environment:** Administers a number of Acts which protect aspects of the National Estate including *Environmental Protection (Impact of Proposals) Act 1974*, *World Heritage Properties Conservation Act 1983*. Tel (02) 6274 1111. The Department also administers the Natural Heritage Trust programs *Bushcare* and *Coasts and Clean Seas*. The Department also administers the *Historic Shipwrecks Act 1976* and the *Aboriginal and Torres Strait Islander Heritage Protection Act 1984*. In addition the Department administers heritage grants under the Federation Cultural Heritage Program and the Cultural Heritage Projects Program as well as smaller grants programs which commemorate historic events, famous people and supports the national trust. More information can be found on the web sites:
Environment Australia online: <http://www.erin.gov.au>
Natural Heritage Trust: <http://www.nht.gov.au>
- **National Library of Australia:** Provides a range of information services. Tel (02) 6262 1111. More information can be found on the web site: <http://www.nla.gov.au>
- **Parks Australia:** Administers and manages parks and reserves declared under the *National Parks and Wildlife Conservation Act 1975*. Previously known as the Australian National Parks and Wildlife Service and the Australian Nature Conservation Agency. Tel (02) 6274 1111

Local government

- **Australian Local Government Association:** Peak body for State and Territory local government associations. Tel (02) 6281 1211. More information can be found on the web site: <http://www.alga.com.au>
- **Environs Australia:** A national organisation of environment and conservation officers working in local government. There are contact people in each State and Territory. Call the national office for current contact information. Tel (03) 9654 1322. More information can be found on the web site: <http://www.peg.apc.org/~councilnet/mca.html>

Heritage advisers and coordinators

- **Coastcare Facilitators:** Coastcare was established through the Commonwealth Government's Coastal Policy. Coastcare aims to facilitate community involvement in managing coastal areas, including the identification of heritage resources. There are Coastcare Facilitators in many coastal regions and State Coordinators in all States. See State listings for contact information or contact the National Coastcare Manager. Tel (02) 6274 1490
- **Environment Resource Officers:** There is an Environment Resource Officer based in each State and the Northern Territory. These officers support the work of environmental managers in local government. See State and Territory listings for contact information.
- **Historic Heritage Advisers:** In many areas, there are Heritage Advisers based in local government or regional organisations. These advisers assist local government in initiating and implementing heritage management plans, and give heritage advice to owners of heritage properties and the community. Not all States and Territories have heritage advisers. Contact the government agency responsible for heritage management in your State or Territory to find out more about whether there is a heritage adviser in your area.
- **Indigenous Heritage Officers:** Cultural Officers and Aboriginal Heritage Officers are based in some land councils and other Aboriginal and Torres Strait Islander organisations, State or Territory government agencies, local councils and regional organisations. These officers primarily support the local Indigenous communities to research, document and look after their heritage. They can provide advice on contacting relevant Indigenous communities, and will often have resource material on the Indigenous heritage of their area. These services may not be available in all States and Territories. Contact the local council or State or Territory government agency with responsibilities for Indigenous heritage issues to find out whether there are Indigenous Heritage Officers in your area. The Australian Heritage Commission is facilitating the development of a professional organisation for these individuals.
- **Landcare Facilitators:** Landcare Facilitators support the work of landcare groups by providing access to technical and funding information, advice on starting and managing landcare groups, and coordination with other government programs. There are Landcare Facilitators based in regions in some States and Territories. Contact the government department responsible for the landcare program in your State or Territory. There is also a national Landcare Facilitator. Tel (03) 5229 6050

- **Marine and Coastal Community Network Regional Coordinators:** The network is a community-based organisation that aims to achieve a more cooperative and coordinated approach to the management of marine and coastal resources. It covers all coastal regions. See State and Territory listings for contact information for Regional Coordinators, or contact the National Coordinator. Tel 1800 815 332 (free call).

Interest groups and associations

- **Australian Conservation Foundation:** A national organisation primarily concerned with the conservation of the natural environment, but with some interest in heritage and urban issues. Branches in most States and Territories. Tel (03) 9416 1166. More information can be found at the web site: <http://www.acfonline.org.au>
- **Australian Council of National Trusts:** The peak body of the National Trust movement in Australia which links the State and Territory National Trusts. It is a non-government, community based organisation which oversees the conservation of Australia's cultural heritage. Tel (02) 6247 6766
- **Australian Garden History Society:** A national body that works to develop an appreciation and to encourage the conservation of gardens. Branches in many States and Territories. Tel (03) 9650 5043
- **Australian Trust for Conservation Volunteers:** An organisation that aims to involve volunteers in active conservation work. Branches in most States. Tel (03) 5333 1483. Email: info@atcv.com.au
- **Greening Australia:** Branches in most States. Tel (02) 6281 8585
- **World Wide Fund for Nature:** Tel (02) 9281 5515

Professional organisations

- **Austral Archaeology Pty Ltd:** Aims to educate members and the public on the application of archaeology to the conservation of historic places. Tel (02) 9568 6701
- **Australian Committee for IUCN:** is a non-government and government body. Contact ACIUCN, GPO Box 528, Sydney 2001. Tel (02) 9299 6366; fax (02) 9299 6656; email: aciucn@ozemail.com.au
- **Australia ICOMOS:** ICOMOS, the International Council on Monuments and Sites, is a professional conservation organisation. ICOMOS (International) is affiliated to UNESCO, and advises it on world heritage matters. It focuses on cultural places and has produced

- the Burra Charter: *Australia ICOMOS Charter for Places of Cultural Significance* and associated *Guidelines* and the *Illustrated Burra Charter* to explain the processes of assessing the significance of such places and planning for their conservation. Contact Faculty of Arts, Deakin University, Burwood, VIC 3125. Tel (03) 9244 3938. More information on ICOMOS can be found on the web site: <http://www.icomos.org/australia/>
- **Australian Archaeological Association:** A national professional organisation of archaeologists. Contact c/- South Australian Museum, North Tce, Adelaide 5000. Tel (08) 8207 7500
 - **Australian Association of Consulting Archaeologists:** An association of consulting archaeologists. Can assist with listings of consulting archaeologists. Contact c/- Box 214, Holme Building, University of Sydney, NSW 2006
 - **Australian Council of Professional Historians Associations Inc.:** Associations of practising professional historians have been formed in most States. See State listings.
 - **Australian Institute for Maritime Archaeology:** A national organisation which promotes the study of maritime archaeology. It produces publications, holds conferences, and works closely with State and Commonwealth authorities and maritime archaeology associations. See State listings. Contact: c/- Western Australian Maritime Museum, Cliff Street, Fremantle WA 6160. Tel (08) 9431 8444
 - **Australian Institute for the Conservation of Cultural Material:** Established in 1973, it is concerned with the conservation of cultural materials – documents, artefacts, collections and galleries. Local divisions are located throughout Australia. Contact c/- PO Box 1638, Canberra City ACT 2601.
 - **Birds Australia:** Produces a bird atlas for Australia. Tel (03) 9882 2622
 - **Environment Defenders Office:** A public interest environmental law community legal service. Established in each State. See listings below.
 - **Environment Institute of Australia:** The professional body established to promote environmental knowledge and awareness, and advance ethical and competent environmental practice. Branches in each State. Call the national office for current contact information. Tel (03) 9654 7473
 - **Federation of Australian Historical Societies Inc.:** Contact c/- GPO Box 1440, Canberra City ACT 2601.
 - **Geological Society of Australia:** Tel (02) 9290 2194
 - **Institution of Engineers:** Has engineering heritage and environmental engineering groups. National Office is based in Canberra, with divisions in each State and Territory. Engineering House, 11 National Circuit, Barton, ACT 2600. Tel (02) 6270 6555
 - **International Union for the Conservation of Nature:** An international organisation affiliated with the United Nations. Provides policy analysis and recommendations on global nature conservation issues. More information can be found at the web site <http://www.iucn.org/>
 - **Interpretation Australia Association Incorporated:** An association to promote the development of skills and to share information in the field of interpreting natural and cultural heritage. Contact PO Box 1231, Collingwood VIC 3066.
 - **National Environmental Law Association:** The umbrella body for State environmental law groups. Associations in most States and Territories. Tel (02) 6239 3715
 - **Oral History Association of Australia:** A national organisation with branches in many States. See State listings for contacts.
 - **Royal Australian Institute of Architects:** A national organisation with branches in each State. Tel (02) 6273 1548
 - **Royal Australian Planning Institute (National Office):** The national organisation of planning professionals in Australia. Branches in New South Wales, Victoria and Queensland. Tel (02) 6262 5933
Email rapi@ozemail.com.au

Heritage organisations in the Australian Capital Territory

Many national organisations are also based in the ACT – these are listed under national organisations.

Australian Capital Territory Government

- **ACT Heritage Council:** The Council provides advice to the Minister responsible for heritage matters in the Territory and to Territory authorities on issues relating to the assessment and conservation of heritage places and objects in the Territory. The Council prepares the interim Heritage Places Register and subsequent variations to this Register. The Heritage Objects Register is provided for under the *Heritage Objects Act 1991* and the interim Heritage Objects Register is prepared by the Council. Tel (02) 6207 2417. More information can be found on the web site: <http://www.act.gov.au/enviro/heritage/hertc.html>

- **Heritage Unit, Environment ACT, Department of Urban Services:** Responsible for policy advice to the ACT Government on heritage matters; administers the *Land (Planning and Environment) Act 1991*, the *Heritage Objects Act 1991* and the ACT Heritage Grants Program. Tel (02) 6207 2166. More information can be found on the web site: <http://www.act.gov.au/environ>
- **ACT Heritage Library:** Tel (02) 6207 5163
- **ACT Parks and Conservation Service:** Responsible for the care of the open landscape of the ACT, including many nature reserves and parks, and is involved with the conservation of places of cultural significance. Tel (02) 6207 2242
- **Conflict Resolution Service:** Provides free mediation services. Tel (02) 6257 5611

Interest groups and associations

- **Australian Network for Plant Conservation:** Contact c/- Botanic Gardens, Canberra ACT. Tel (02) 6250 9509
- **Canberra and District Historical Society:** Tel (02) 6232 6212
- **Canberra Archaeological Society:** Active in field archaeology in the ACT. Publishes a newsletter and other occasional publications. Tel (02) 6275 5973
- **Conservation Council of South East Region and Canberra:** Tel (02) 6247 7808
- **Environment Defenders Office:** Tel (02) 6247 9420
- **Field Naturalists Association of Canberra:** Tel (02) 6247 4996
- **Greening Australia ACT and South East NSW:** Tel (02) 6253 3035
- **Institution of Engineers (Canberra Division):** Tel (02) 6273 1314
- **National Trust of Australia (ACT):** The Trust was incorporated as a company in the ACT in 1976. It lists places in its register, but like other National Trust bodies has no power to protect such places. Tel (02) 6239 5222
- **Royal Australian Institute of Architects (ACT Chapter):** Tel (02) 6273 2929
- **Royal Australian Planning Institute (ACT Division):** Tel (02) 6248 7299
- **The Wilderness Society:** Tel (02) 6257 5122

Heritage organisations in New South Wales

Commonwealth Government

- **Aboriginal and Torres Strait Islander Commission:** Tel (02) 9256 6100 (NSW State Office)

State Government

- **Community Justice Centre:** Provides free mediation services. There are several branches in NSW – ring the Sydney centre to find the branch closest to you. Tel (02) 9262 7844
- **Department of Land and Water Conservation:** Provides land and water information services, promoting sustainable land and water use. Services include soil conservation services, salt action, landcare, waterwatch, Coastcare, Total Catchment Management, and coastal, flood plain and estuary management. The Department has a number of regional and district offices. Tel (02) 9228 6111. More information can be found at the web site: <http://www.dlwc.nsw.gov.au>
- **Department of Urban Affairs and Planning:** Responsible for some statutory planning matters relating to heritage, such as State environmental planning policies and regional environmental plans. Tel (02) 9391 2000. More information can be found at the web site: <http://www.duap.nsw.gov.au>
- **Environment Protection Authority:** Responsible for legislation and programs aimed at restoring and enhancing the quality of the environment in NSW. It produces a *State of the Environment Report* every three years. Tel (02) 9795 5000. More information can be found at the web site: <http://www.epa.nsw.gov.au>
- **NSW Heritage Office:** Provides advice to the State Government, local councils and the community on heritage identification, assessment and management. The office manages the State Heritage Register and the State Heritage Inventory — a computer database of heritage items on statutory lists — and provides professional support to the Heritage Council. Tel (02) 9635 6155. More information can be found at the web site: <http://www.heritage.nsw.gov.au>
- **Heritage Council of NSW:** Advises the State Minister for Urban Affairs and Planning on the conservation of the State's cultural heritage, including recommendations

for the listing of State significance on the State Heritage Register. The Council is the consent authority for changes to items on the Register. Tel (02) 9635 6155

- **Historic Houses Trust:** Established in 1980 to be responsible for the administration of house museums owned by the government and vested in the Trust. Tel (02) 9692 8366. More information can be found at the web site: <http://www.hht.nsw.gov.au>
- **National Parks and Wildlife Service (NSW):** Works under the *National Parks and Wildlife Act 1974* to ensure the protection of Aboriginal places in NSW and historic places within parks and reserves. The service holds a number of important data sets for Aboriginal and historic places as well as native flora and fauna. Tel (02) 9585 6444. More information can be found at the web site: <http://www.npws.nsw.gov.au>
- **State Records of New South Wales:** Contact Level 3, 66 Harrington Street, The Rocks, NSW 2000. Tel (02) 9673 1788. More information can be found at the web site: <http://www.records.nsw.gov.au>
- **The Australian Museum:** Conducts scientific research and collections in a range of scientific fields and in anthropology. Tel (02) 9320 6000. More information can be found at the web site: <http://www.austmus.gov.au>
- **State Library of New South Wales:** Macquarie Street, Sydney NSW 2000. Tel: (02) 9273 1414. More information can be found at the web site: <http://www.slnsw.gov.au>

Local government

Each local government authority in NSW is responsible for protecting heritage places in its local area.

- **Your local council:** Look in the phone book for the planning department or heritage officer under your local council listing.
- **Local Government and Shires Associations NSW:** A statewide organisation. Most local government authorities are members. Tel (02) 9242 4000. More information can be found at the web site: <http://www.lgsa.org.au>

Heritage advisers and coordinators

- **Coastcare Facilitators:** There are Coastcare Regional Facilitators for the South Coast, Far North Coast, Mid-north Coast and Sydney Coast regions. Contact the NSW State Coordinator for more information. Tel (02) 4960 5052 or email coastcare@dlwc.nsw.gov.au

- **Environment Resource Officer:** The Environment Resource Officer for NSW is based at the Local Government and Shires Associations NSW. Tel (02) 9242 4000
- **Historic Heritage Advisers:** Contact the Heritage Branch of the Department of Urban Affairs and Planning to find out whether there is a Heritage Adviser in your area, and the services they provide.
- **Indigenous Heritage Officers:** Contact the National Parks and Wildlife Service to find out whether there are Indigenous Heritage Officers in your area, and the services they provide.
- **Landcare Facilitators:** Contact the Department of Land and Water Conservation to find out more about the Landcare program in your State. Tel (02) 9228 638. More information can be found at the website: <http://www.landcare.nsw.pnc.com.au>
- **Marine and Coastal Community Network Coordinator:** Tel (02) 9436 0176, fax (02) 9436 0376. Email mccnsw@ozemail.com.au

Interest groups and associations

- **Australian Association for Environmental Education (Inc):** Publishes a newsletter and is interested in environmental conservation through community education. Tel (02) 9976 5087
- **Australian Conservation Foundation (NSW):** Tel (02) 9247 4285
- **Australian Trust for Conservation Volunteers:** Tel (02) 9564 1244
- **Council of Heritage Organisations:** Formed in 1978 as a non-formal committee of representatives from NSW non-government and professional organisations interested in cultural and natural heritage. Contact the Australian Museum, 6 College St, Sydney NSW 2010
- **Environmental Defenders Office:** Tel (02) 9262 6989
- **Friends of the Earth (Sydney):** Friends of the Earth is an international community-based organisation working towards an ecologically sustainable and socially equitable society. Tel (02) 9283 2004
- **Greenpeace:** Tel (02) 9261 4666
- **Greening Australia (NSW):** Community-based organisation involved in revegetation and natural resource management projects. There are a number of regional centres in NSW. Tel (02) 9560 9144

- **Illawarra Prehistory Group:** A group of volunteers who undertake Aboriginal site recording in the Illawarra region. Contact c/- 12 Chenhall Street, Woonona NSW 2517
- **Institution of Engineers (Sydney Division):** Also a Newcastle Division, and regional offices for the Illawarra and Western Sydney regions. Tel (02) 9823 7129
- **Maritime Archaeological Association of NSW:** Contact C/- PO Box 5332A, Newcastle West 2302
- **Museums Australia (NSW):** An association of individuals and organisations (including museums) that works to promote the role of museums in the community. Tel (02) 8354 0115
- **National Parks Association of NSW Inc.:** Tel (02) 9299 0000
- **National Trust of Australia (NSW):** Formed in 1947 as an association of individuals concerned with the protection of historic buildings. Its objectives include acquisition and conservation action to protect places of natural or cultural value. It maintains a register of significant places. Tel (02) 9258 0123
- **Nature Conservation Council of NSW:** Predominantly concerned with the natural environment. A useful contact point for the many local or special interest conservation groups. Tel (02) 9279 2466
- **NSW Aboriginal Land Council:** The main Aboriginal land council in NSW. Functions include the administration of funds and land claims. Tel (02) 9689 4444
- **Oral History Association (NSW Branch):** A national organisation with branches in most States. It aims to promote oral history and educate about its methods. Contact c/- Oral History Program, State Library of NSW. Tel (02) 9273 1697
- **Professional Historians Association (NSW) Inc.:** Contact c/- GPO Box 2437, Sydney 2001 Tel (02) 9331 6920
- **Royal Australian Historical Society Inc.:** Founded 1901. Holds monthly meetings, lectures, annual conference, excursions and workshops. Produces a twice-yearly journal, bi-monthly newsletters, and Technical Information Service leaflets. Contact c/- History House, 133 Macquarie Street, Sydney 2000. Tel (02) 9247 8001. More information can be found at the website: <http://www.rahs.org.au>
- **Royal Australian Institute of Architects (NSW Chapter):** Tel (02) 9356 2955

- **Royal Australian Planning Institute (NSW Division):** Tel (02) 9247 5857
- **Sydney Harbour & Foreshore Committee:** Interested in the conservation of the cultural and natural environment of Sydney Harbour. Tel (02) 9299 5599
- **The Wilderness Society:** Tel (02) 9552 2355
- **Total Environment Centre Inc.:** Statewide community-based information centre involved in the protection of natural and urban environment. Tel (02) 9299 5599

Heritage organisations in the Northern Territory

Commonwealth Government

- **Aboriginal and Torres Strait Islander Commission:** Tel (08) 8959 4211

Territory Government

- **Aboriginal Areas Protection Authority:** Functions of the authority are to respond to Aboriginal requests for site protection, compile a Register of Sites, undertake investigations and police the offence provisions of the *Aboriginal Sacred Sites (NT) Act 1989*. Tel (08) 8981 4700
- **Department of Lands, Planning and Environment (Heritage Conservation Branch):** Responsible for the implementation of the *Heritage Conservation Act 1991*; services the Heritage Advisory Council; supervises heritage advisers, administers the NT Heritage Register and Heritage Grants and coordinates the conservation of prehistoric archaeological sites. Tel (08) 8924 4141. More information can be found at the web site: <http://www.nt.gov.au/paw>
- **Heritage Advisory Council:** Established by the *Heritage Conservation Act 1991* to undertake assessment of places nominated to the NT Heritage Register; provides advice to the Government on heritage declarations and all other matters relating to the Territory's heritage. Tel (08) 8924 4141
- **Museums and Art Galleries of the Northern Territory:** Responsible for curating collections and undertaking Research into the Territory's heritage. Tel (08) 8999 8201
- **Northern Territory Library:** Tel (08) 8999 6166. More information can be found at the web site: <http://www.nt.gov.au/ntl>
- **Parliament House Collection:** Tel (08) 8999 7177

Local government

Each local government authority in the NT has some responsibility for protecting heritage places in its local area. Much of the Territory does not have formal local government. In some localities, community councils provide a range of local services and may be able to assist with heritage and community contacts.

- **Your local council:** Look in the phone book for the planning department or heritage officer under your local council listing.
- **Local Government Association NT:** A Territory-wide organisation. Tel (08) 8981 3660. More information can be found at the web site: <http://www.lgant.nt.gov.au>

Heritage advisers and coordinators

- **Coastcare Coordinator:** The State Coastcare Coordinator can be contacted on Tel (08) 8999 4507
- **Environment Resource Officer:** The Environment Resource Officer for the NT is based at the Local Government Association of the Northern Territory. Tel (08) 8981 3660
- **Historic Heritage Advisers:** Contact the Heritage Conservation Branch of the Department of Lands, Planning and Environment Tel (08) 8924 4143
- **Indigenous Heritage Officers:** Contact the Aboriginal Areas Protection Authority to find out whether there are Indigenous Heritage Officers in your area, and for information on the services they provide.
- **Landcare Facilitators:** Contact the Department of Lands, Planning and Environment to find out more about the Landcare program and how to contact Landcare facilitators. Tel (08) 8999 3493 or visit the website: <http://www.lpe.nt.gov.au/care>
- **Marine and Coastal Community Network Coordinator:** Tel (08) 8981 5433. Email: mccnnt@ozemail.com.au

Interest groups and associations

- **Arid Lands Environment Centre:** Based in Alice Springs. Tel (08) 8952 2497
- **Australian Trust for Conservation Volunteers (NT):** Tel: (08) 8981 3206

- **Aviation Historical Society of the Northern Territory Inc.:** Founded 1964. Conducts monthly meetings and produces an annual journal and monthly newsletter. Contact PO Box 37621 Winnellie NT 0821. Tel: (08) 8947 2145
- **Central Land Council:** Tel (08) 8951 6211
- **The Environment Centre (NT) Inc:** The main conservation body in the Northern Territory. It aims to promote environmental awareness and the conservation ethic in the Northern Territory. Tel (08) 8981 1984
- **Environmental Defenders Office:** Tel (08) 8982 1182
- **Greening Australia (NT):** Tel (08) 8981 1344
- **Institution of Engineers (Northern Division):** Tel (08) 8981 4137
- **National Trust of Australia (NT):** Promotes the preservation of lands, structures and artefacts of heritage significance, and the public's awareness and enjoyment of these. The trust is a voluntary non-profit organisation. Tel (08) 8981 2848
- **Northern Land Council:** Tel (08) 8920 5100
- **Royal Australian Institute of Architects (NT Chapter):** Tel (08) 8981 2288
- **Royal Australian Planning Institute (NT Division):** GPO Box 1754, Darwin NT 0801

Heritage organisations in Queensland

Commonwealth Government

- **Aboriginal and Torres Strait Islander Commission:** Tel (07) 3006 4822

State Government

- **Department of Aboriginal and Torres Strait Islander Policy and Development, Natural Resources and Cultural Heritage Policy Branch:** Involved with improving the cultural, economic, physical and social well-being of Aboriginal and Torres Strait Islanders through effective alliances and partnership arrangements. DATSIPD is involved in cultural education and cultural awareness programs on Aboriginal and Torres Strait Islander cultures, needs and aspirations. Tel: (07) 3224 2988 or (07) 3224 8043

- **Environment Protection Agency:** Responsible for the protection of Aboriginal and historic places, and a wide range of other environmental policy areas such as water quality, noise abatement, air pollution and national parks and wildlife. The Agency is responsible for the administration of the National Estate Grants Program in Queensland. The Cultural Heritage Branch is part of the Division of Environmental Planning. It supports the Queensland Heritage Council and administers the *Cultural Heritage Act 1992* and the *Cultural Record (Landscapes Queensland and Queensland Estate) Act 1997*. Tel (07) 3227 7111. More information can be found at the web site: <http://www.env.qld.gov.au>
- **Department of Local Government and Planning:** Manages the *Integrated Planning Act 1997* which requires Local Government to identify heritage places. Tel (07) 3227 7111
- **Dispute Resolution Centre:** Provides free mediation services. Tel (07) 3239 6007
- **Queensland Museum:** Maintains a register of historic and indigenous artefacts and historic shipwrecks in Queensland. Tel (07) 3840 7555. More information can be found at the web site: <http://www.qmuseum.qld.gov.au>
- **Queensland State Archives and Information Management:** 435 Compton Road, Runcorn QLD 4113. PO Box 1397 Sunnybank Hills QLD 4109 Tel: (07) 3875 8755. Information Projects Unit, 80 George Street Brisbane QLD 4000. Tel: (07) 3224 24354
- **State Library of Queensland Collections of the State Reference Library:** PO Box 3488 South Brisbane Q4101. Tel: (07) 3840 7666. More information can be found at the web site: <http://www.slq.qld.gov.au>

Local government

Each local government authority in Queensland is responsible for protecting heritage places in its local area.

- **Your local council:** Look in the phone book for the planning department or heritage officer under your local council listing.
- **Local Government Association of Queensland:** A statewide organisation. Most local government authorities are members. Tel (07) 3334 2222. More information can be found at the web site: <http://www.lgaq.asn.au>

Heritage advisers and coordinators

- **Coastcare Facilitator:** Contact the Queensland State Coordinator for more information. Tel (07) 3227 7104
- **Environment Resource Officer:** The Environment Resource Officer for Queensland is based at the Local Government Association of Queensland. Tel (07) 3334 2222
- **Historic Heritage Advisers:** Contact the Heritage Branch of the Department of Environment and Heritage to find out whether there is a Heritage Adviser in your area, and the services they provide.
- **Indigenous Heritage Officers:** Contact the Department of Family Services and Aboriginal and Torres Strait Islander Affairs to find out whether there are Indigenous Heritage Officers in your area, and the services they provide.
- **Landcare Facilitators:** Contact the Department of Natural Resources in your region to find out more about the landcare program and how to contact Landcare Facilitators.
- **Marine and Coastal Community Network Coordinator:** Tel (07) 4771 6636 Email: mccnqld@ozemail.com.au

Interest groups and associations

- **Australian Marine Conservation Society:** Tel (07) 3848 5235
- **Australian Trust for Conservation Volunteers:** This organisation enables volunteers to work on conservation projects such as tree planting and maintenance works. Tel (07) 3846 0893
- **Environmental Defenders Office:** Has offices in Brisbane and Cairns. Brisbane Tel (07) 3210 0275. Cairns Tel (07) 4031 4766.
- **Greening Australia (Qld):** Tel (07) 3844 0211.
- **Institution of Engineers (Queensland Division):** Has produced a position paper to guide professional engineers in projects where heritage issues need to be considered. Tel (07) 3832 3749
- **Maritime Archaeological Association of Queensland:** Contact c/- Queensland Museum, PO Box 3300, South Brisbane 4101. Tel (07) 3840 7555
- **National Parks Association of Queensland:** Tel (07) 3367 0878

- **National Trust of Australia (Queensland):** Established under the *National Trust of Queensland Act 1963–1981*, it provides for the preservation and maintenance of chattels, land and buildings of beauty or of national, artistic, architectural or scientific interest and other incidental purposes. The trust maintains a listing of historic buildings and structures and natural urban areas. Tel (07) 3229 1788
- **Oral History Association (Queensland) Inc:** Contact c/- John Oxley Library State Library of Queensland, Cultural Centre Brisbane QLD 4000. Tel (07) 3840 7895
- **Queensland Conservation Council Inc.:** The main conservation body for Queensland. It aims to promote environmental awareness and the conservation ethic. The council also maintains the Environment Centre. Tel (07) 3221 0188
- **Queensland Naturalists Club Inc:** Contact PO Box 5663 West End QLD 4101
- **Queensland Historians Institute Inc.:** Contact c/- PO Box 35, Fortitude Valley 4006
- **Rainforest Conservation Society:** Tel (07) 3368 1318
- **Royal Australian Institute of Architects (Queensland Chapter):** Tel (07) 3846 4900
- **Royal Australian Planning Institute (Queensland Division):** Tel (07) 3720 8764
- **Royal Historical Society of Queensland Inc.:** Founded 1913. Holds lunchtime lectures and tours, annual conference, and produces a quarterly journal, monthly bulletin, and tour booklets. Contact Commissariat Store, 115 William Street, Brisbane 4002. Tel (07) 3221 4198
- **The Wilderness Society (Queensland):** Tel (07) 3846 1420
- **Wildlife Preservation Society of Queensland:** Tel (07) 3221 0194

Heritage organisations in South Australia

Commonwealth Government

- **Aboriginal and Torres Strait Islander Commission:** Tel (08) 8237 6300

State Government

- **Division of State Aboriginal Affairs, Department for Environment, Heritage and Aboriginal Affairs:** Administers the State's Aboriginal heritage legislation and maintains a register of Aboriginal sites. Tel (08) 8226 8900
- **Artlab:** Artlab (formerly the State Conservation Centre) offers advice and assistance on the conservation of artefacts and materials on a fee-for-service basis, plus a regular 'clinic' day where people can get free advice. Tel (08) 8207 7520
- **History Trust of South Australia:** Has established a number of history museums, and provides an important support service to the network of non-government museums throughout the State. Tel (08) 8226 8555
- **National Parks and Wildlife Service, Department for the Environment Heritage and Aboriginal Affairs:** Responsible for establishing and managing national parks and other reserves. Tel (08) 8204 1910
- **South Australian Museum:** Tel (08) 8207 7500. More information can be found at the web site: <http://www.samuseum.sa.gov.au>
- **Heritage South Australia Department for the Environment, Heritage and Aboriginal Affairs:** Administers the *Heritage Act 1993* and the *Historic Shipwrecks Act 1981*; maintains the State Heritage Register and the Register of Historic Shipwrecks; and provides staff support to the State Heritage Authority. Tel (08) 8204 9299. More information can be found at the web site: <http://www.dehaa.sa.gov.au>
- **State Library of South Australia:** Tel: (08) 82077200. More information can be found at the web site: <http://www.slsa.sa.gov.au>

Local government

Each local government authority in South Australia is responsible for protecting heritage places in its local area.

- **Your local council:** Look in the phone book for the planning department or heritage officer under your local council listing.
- **Local Government Association of SA:** A statewide organisation. Most local government authorities are members. Tel (08) 8224 2000. More information can be found at the web site: <http://www.lga.sa.gov.au>

Heritage advisers and coordinators

- **Coastcare Facilitators:** There are Regional Coastcare Facilitators based at the City of Port Adelaide, Enfield, District Council of Tumby Bay, and District Council of Robe. Contact the SA State Facilitator for more information. Tel (08) 8224 2047
- **Environment Resource Officer:** The Environment Resource Officer for South Australia is based at the Local Government Association of South Australia. Tel (08) 8224 2043
- **Heritage Advisers:** Contact Heritage South Australia, Department for Environment, Heritage and Aboriginal Affairs or your local council to find out whether there is a Heritage Adviser in your area, and the services they provide.
- **Indigenous Heritage Officers:** Contact the Division of State Aboriginal Affairs to find out whether there are Indigenous Heritage Officers in your area, and the services they provide.
- **Landcare Facilitators:** Contact the Dept of Primary Industries to find out more about the Landcare program and how to contact Landcare Facilitators. Try the website: <http://www.waite.adelaide.edu.au/Landcare>
- **Marine and Coastal Community Network Coordinator:** Tel (08) 8302 6568. Email: mccnsa@ozemail.com.au

Interest groups and associations

- **Association of Professional Historians Inc:** Contact c/- Institute Building, 122 Kintore Building, Adelaide 5000
- **Conservation Council of South Australia:** Tel (08) 8223 5155
- **Environmental Defenders Office:** Tel (08) 8232 7599
- **Field Naturalists Society of South Australia:** Tel: (08) 8339 4809
- **Greening Australia (SA):** Tel (08) 8372 0120
- **Historical Society of South Australia Inc.:** Holds monthly meetings, and produces an annual journal and a bi-monthly newsletter. Contact c/- The Institute Building, 122 Kintore Street, Adelaide SA 5000. Tel (08) 8297 9844
- **Institution of Engineers (South Australia Division):** Tel (08) 8267 1783
- **Museums Australia SA:** An association that works to promote the role of museums in the community. Tel (08) 8207 6259

- **National Trust of South Australia:** The National Trust was established by an Act of Parliament in 1955, but is a voluntary non-profit organisation committed to the conservation of historic places. The trust compiles a Register of Historic Buildings but has no legal powers to enforce conservation of these buildings. Tel (08) 8212 1133
- **Oral History Association (SA):** Contact c/- The Institute Building, 122 Kintore Street, Adelaide 5000 Tel (08) 8339 4555
- **Royal Australian Institute of Architects (SA Chapter):** Tel (08) 8272 7044
- **Royal Australian Planning Institute (SA Division):** Tel (08) 8272 1422, (02) 6248 7299 Canberra Division.
- **Society for Underwater Historical Research:** Contact c/- PO Box 181, North Adelaide SA 5006

Heritage organisations in Tasmania

Commonwealth Government

- **Aboriginal and Torres Strait Islander Commission:** Tel (03) 6224 4933

State Government

- **Archives of Tasmania:** Contact 77 Murray Street, Hobart, Tasmania 7000 Tel (03) 6233 7488. More information can be found at the web site: <http://www.tased.edu.au/archives>
- **Department of Primary Industries, Water and Environment:** This Department is responsible for heritage conservation, which involves the management of national parks and government-owned heritage assets, the conservation of flora and fauna and the protection of Aboriginal sites and relics throughout the State. The Department's functions also include land use planning, property, primary industry and the environment. Tel (03) 6233 6496. More information can be found at the web site: <http://www.delim.tas.gov.au/>
- **Office of Aboriginal Affairs:** Tel (03) 6233 3671
- **Queen Victoria Museum and Art Gallery:** (Launceston) Tel (03) 6323 3777 More information can be found at the web site: <http://www.qvmag.tased.edu.au>

- **State Library of Tasmania:** Contact 91 Murray Street Hobart, Tasmania 7000 Tel (03) 6233 7529. More information can be found at the web site: <http://www.talis.tased.edu.au>
- **Tasmanian Heritage Council:** Established to administer the provisions of the *Tasmanian Historical Cultural Heritage Act 1995*. The Heritage Council keeps a register of heritage places called the Tasmania Heritage Register. The Heritage Council decides on works applications for places entered in the Tasmanian Heritage Register. The Council also provides advice to the Minister responsible for heritage and to all heritage property owners. Tel (03) 6233 2037
- **Tasmanian Museum and Art Gallery:** Tel (03) 6211 4177. More information can be found at the web site: <http://www.tmag.tas.gov.au>

Local government

Each local government authority in Tasmania is responsible for protecting heritage places in its local area.

- **Your local council:** Look in the phone book for the planning department or heritage officer under your local council listing.
- **Local Government Association of Tasmania:** A statewide organisation. Most local government authorities are members. Tel (03) 6231 0666. More information can be found at the web site: <http://ingomar.lgat.tas.gov.au>

Heritage advisers and coordinators

- **Coastcare Facilitators:** There are Coastcare Facilitators for the West and North West Councils, Southern Region, and North East Region. Contact the Tasmanian State Facilitator for more information. Tel (03) 6233 3963
- **Environment Resource Officer:** The Environment Resource Officer for Tasmania is based at the Local Government Association of Tasmania. Tel (03) 6231 0666
- **Historic Heritage Advisers:** Contact the Tasmanian Heritage Council to arrange for a heritage adviser to visit you on site. Tel (03) 6233 2037
- **Indigenous Heritage Officers:** Contact the Parks and Wildlife Service to find out whether there are Indigenous Heritage Officers in your area, and the services they provide.
- **Landcare Facilitators:** Contact the Department of Primary Industries, Water and Environment to find out

more about the landcare program and how to contact Landcare Facilitators. Try this website: <http://www.delim.tas.gov.au/nht>

- **Marine and Coastal Community Network**
Coordinator: Tel (03) 6234 3665.
Email: mccntas@ozemail.com.au
- **Wildcare:** Sponsored by the Friends of the Parks and Wildlife Services Inc. Community action for natural and cultural heritage conservation. Tel (03) 6233 2185

Interest groups and associations

- **Environmental Defenders Office:** Tel (03) 6223 2770
- **Friends of the Earth (Tasmania):** Friends of the Earth is an international community-based organisation working towards an ecologically sustainable and socially equitable society. Tel (03) 6363 5171
- **Greening Australia:** Tel (03) 6223 6377
- **Institution of Engineers (Tasmania Division):** Tel (03) 6234 2228
- **National Trust of Australia (Tasmania):** Established in 1960 and incorporated as a company in 1975, it has the power to purchase, hold, mortgage and exchange real property. The trust maintains two lists – one of classified places and one of recorded places. Tel (03) 6344 6233
- **Oral History Association (Tasmania):** Contact c/- Queen Victoria Museum, Wellington Street Launceston. Tel (03) 6323 3777
- **Professional Historians Association of Tasmania:** Contact c/- PO Box 306, Moonah 7009
- **Royal Australian Institute of Architects (Tasmanian Chapter):** Tel (03) 6234 5464
- **Royal Australian Planning Institute (Tasmanian Division):** GPO Box 977, Hobart 7001
- **Royal Society of Tasmania:** Tel (03) 6211 4177
- **Statutory Aboriginal Land Council of Tasmania:** Tel (03) 6331 2833
- **Tasmanian Aboriginal Centre:** Tel (03) 6234 8311
- **Tasmanian Aboriginal Land Council:** Tel (03) 6231 0288
- **Tasmanian Conservation Trust Inc.:** Active in a wide range of environmental issues including urban conservation, mining and forestry operations in national parks, hazardous chemicals, pollution and environmental education. Tel (03) 6234 3552

- **Tasmanian Environment Centre:** A voluntary conservation organisation whose main function is that of a resource centre, and it is responsible for maintaining a library on environmental issues, particularly those issues having a direct impact on Tasmania. Tel (03) 6234 5566
- **Tasmanian Geoconservation Committee:** For scientists with an interest in maintaining Tasmania's geodiversity. GPO Box 1941, Hobart 7001
- **Tasmanian Historical Research Association Inc.:** Founded 1951. Holds monthly meetings and produces a quarterly journal. Contact c/- PO Box 441, Sandy Bay 7005
- **The Wilderness Society:** Tel (03) 6234 9366

Heritage organisations in Victoria

Commonwealth Government

- **Aboriginal and Torres Strait Islander Commission:** Tel (03) 9285 7222

State Government

- **Heritage Services Branch, Aboriginal Affairs Victoria:** The Heritage Services Branch of Aboriginal Affairs Victoria maintains a database of Aboriginal places and archaeological sites; conducts archaeological surveys and heritage assessments; develops management plans and mitigates the potential impact of development on Aboriginal places and sites. Aboriginal Affairs Victoria administers the State *Archaeological and Aboriginal Relics Preservation Act 1972* and Part IIA of the Commonwealth *Aboriginal and Torres Strait Islander Heritage Protection Act 1984*. Contact the Librarian, Tel (03) 9616 2903. More information can be found at the web site: <http://hna.ffh.vic.gov.au/aav/aav.htm>
- **Department of Natural Resources and Environment:** Tel 136 186. More information can be found at the web site: <http://www.nre.vic.gov.au>
- **Dispute Settlement Centre:** Provides free mediation services. Tel (03) 9603 8370
- **Environment Conservation Council:** Tel (03) 9412 5100
- **Heritage Victoria:** Heritage Victoria is the primary State Government heritage organisation. It provides support to

the Heritage Council Victoria as well as administering the *Heritage Act 1995* and funding a wide range of Departmental programs. Historical and maritime archaeology are the responsibility of this organisation. Tel (03) 9655 6519. More information can be found at the web site: <http://www.heritage.vic.gov.au> or <http://www.doi.vic.gov.au>

- **Historic Places Branch, Department of Natural Resources and Environment:** Provides advice and assistance on the identification and protection of historic places on public land. Tel (03) 9412 4011
- **Museum of Victoria:** The State Museum has substantial curatorial and research expertise in relation to Aboriginal and historic resources and materials. Tel (03) 8341 7777. More information can be found at the web site: <http://www.mov.vic.gov.au>
- **Parks Victoria:** This recently formed organisation manages regional, State and national parks in Victoria. They administer a community grants program for the Melbourne open space system. Heritage projects are eligible. Tel (03) 9816 7000. More information can be found at the web site: www.parkweb.vic.gov.au
- **Royal Botanic Gardens and National Herbarium:** As well as managing the gardens, this organisation has (with the National Trust) developed a Register of Significant Trees, and has substantial expertise in historic gardens. Tel (03) 9252 2300. More information can be found at the web site: <http://www.rbgmelb.org.au>
- **Trust for Nature:** Previously called the Victorian Conservation Trust, this organisation is a statutory authority established to assist in the conservation of significant natural and cultural places through the purchase or donation of land to the trust. Also able to enter into covenants for conservation purposes. Tel (03) 9670 9933. Email: trustfornature@tsn.org.au
- **Victoria's Archives, Public Record Office:** Tel: (03) 9360 9665
- **State Library of Victoria:** 328 Swanston Street, Melbourne, Victoria 3000. Tel: (03) 9669 9888

Local government

Each local government authority in Victoria is responsible for protecting heritage places in its local area.

- **Your local council:** Look in the phone book for the planning department or heritage officer under your local council listing.

- **Enviro Australia:** Based in Melbourne, this is a national organisation of environment and conservation officers working in local government. Tel (03) 9654 1322
- **Municipal Association of Victoria:** A statewide organisation. Most local government authorities are members. Tel (03) 9823 5555. More information can be found at the web site: <http://www.mav.asn.au>

Heritage advisers and coordinators

- **Coastcare Facilitators:** There are Coastcare Facilitators for the Port Phillip, Gippsland and Southwest Areas. Contact the Victorian State Facilitator for more information. Tel (03) 9412 4823
- **Environment Resource Officer:** The Environmental Resource Officer for Victoria is based with the Municipal Association of Victoria. Tel (03) 9823 5555.
- **Historic Heritage Advisers:** Contact Heritage Victoria to find out whether there is a Heritage Adviser in your area, and the services they provide.
- **Indigenous Heritage Officers:** Contact Aboriginal Affairs Victoria to find out whether there are Indigenous Heritage Officers in your area, and the services they provide.
- **Landcare Facilitators:** Contact the Department of Natural Resources and Environment to find out more about the landcare program and how to contact Landcare Facilitators. Try this website: <http://www.nre.vic.gov.au/catchmnt/landcare>
- **Marine and Coastal Community Network Coordinator:** Tel (03) 9650 4846. Email: mccnvic@ozemail.com.au

Interest groups and associations

- **Aboriginal Advancement League (Vic.):** A community-based Aboriginal organisation that is active in a number of areas including cultural heritage. Tel (03) 9480-6377
- **Archaeological and Anthropological Society of Victoria Inc.:** A society formed to investigate historic archaeology. Contact c/- PO Box 328 C, Melbourne VIC 3001
- **Australian Trust for Conservation Volunteers:** Tel (03) 9686 5554
- **Environment Victoria:** Tel (03) 9320 5400

- **Environment Defenders Office:** A community-based legal service providing legal and planning advice to those seeking to protect the environment. Tel (03) 9328 4811
- **Environment Institute of Australia (Victorian Division):** The professional body established to promote environmental knowledge and awareness, and advance ethical and competent environmental practice. Tel (03) 9654 7473
- **Environment Victoria:** An umbrella organisation for local environment, naturalist and conservation groups throughout Victoria.
- **Field Naturalists Club of Victoria:** Tel: (03) 9877 9860
- **Friends of the Earth (Victorian office and National Liaison):** Friends of the Earth is an international community-based organisation working towards an ecologically sustainable and socially equitable society. Tel (03) 9419 8700
- **Greening Australia (Victoria):** Tel (03) 9457 3024
- **Greenpeace Australia:** Tel 1800 815 815
- **History Institute of Victoria:** Represents professional and practising historians in Victoria and takes an active role in issues related to history. Tel (03) 9344-6209
- **Institute for the Conservation of Cultural Material:** Melbourne contact is through the Victorian Branch, GPO Box 2046 S, Melbourne 3001
- **Institution of Engineers (Victoria Division):** This professional institution has a Heritage Committee concerned about engineering history and places. Tel (03) 9329 8188
- **Koori Research Centre:** Primary role is to conduct research into Aboriginal linguistics and language, and to support the Aboriginal studies courses at Monash. Tel (03) 9565 3447
- **Maritime Archaeological Association of Victoria Inc.** An association of non-professionals who are interested in researching and identifying shipwrecks and other maritime archaeological sites. They meet once a month and produce a newsletter. Contact c/- P O Box 1114, City Road, South Melbourne VIC 3205
- **Mirimbiak Native Title Unit:** Established as a representative body to coordinate native title claims in Victoria. Its major role is to assist Aboriginal people to research and prepare native title claims in Victoria. Tel (03) 9486 9166

- **National Trust of Australia (Victoria):** Formed in Victoria in 1956 with the objectives of conserving significant parts of the natural and cultural environment through acquisition and conservation action. The trust has an extensive register that includes buildings, landscapes, gardens, industrial places, trees and urban precincts, but has no statutory power to enforce the conservation of places in its register. Tel (03) 9654 4711
- **Oral History Association (Victoria):** Contact c/- Secretary, 14 Lower Rd Wattle Glen VIC 3096. Tel (03) 9438 2791
- **Professional Historians Association:** Contact c/- PO Box 1223, Carlton VIC 3053
- **Royal Australian Institute of Architects (Victorian Chapter):** Tel (03) 9654 8066
- **Royal Australian Planning Institute (Victorian Division):** Tel (03) 9650 4411
- **Royal Historical Society of Victoria:** Formed in 1909, the society is an affiliation of local historical societies. Its objectives include promoting the study of history and the compilation and collection of authentic records relating to Victoria. Royal Mint Building, 280 William Street, Melbourne VIC 3000. Tel (03) 9326 9288
- **The Wilderness Society:** Tel (03) 9639 5455
- **Victoria National Parks Association:** Tel (03) 9650 8296
- **Victorian Aboriginal Cultural Heritage Trust:** Formed to acquire, preserve and display objects of Victorian Aboriginal heritage and foster awareness and appreciation of Victorian Aboriginal culture. Tel (03) 9291 2165 (Museum of Victoria)
- **Aboriginal Affairs Department, Aboriginal Culture Heritage and Policy Advice Section:** Administers the *Western Australian Aboriginal Heritage Act 1972*; provides information on Aboriginal sites and assists and advises on their protection and management. Tel (08) 9235 8000. More information can be found at the web site: <http://www.aad.wa.gov.au> Heritage and Culture Section.
- **Department of Conservation and Land Management:** Established under the *Conservation and Land Management Act 1984*. The Department's mission statement is to conserve Western Australia's wildlife and manage lands and waters entrusted to the Department for the benefit of present and future generations. Tel (08) 9334 0333. More information can be found at the web site: <http://www.calm.wa.gov.au>
- **Environmental Protection Authority:** Functions include to enhance the quality of the environment. Tel (08) 9222 7000 More information can be found at the web site: <http://www.environ.wa.gov.au>
- **Heritage Council:** The State's advisory body on heritage matters and focuses on places, buildings and sites. It was set up by the *Heritage of Western Australia Act 1990*. The Heritage Council provides for and encourages the conservation of places which have significance to the cultural heritage of WA through the establishment and maintenance of the Register of Heritage places, an extensive list of places which should be preserved for future generations. The Council facilitates the appropriate conservation, management and development of heritage places and works with local governments and State government agencies in the conservation and management of heritage places. It also provides conservation advice to the Minister for Heritage and provides financial assistance and other incentives including the Heritage Grants program. Another function is to promote awareness and knowledge of the cultural heritage of Western Australia. Tel (08) 9221 4177. More information can be found at the web site: <http://www.heritage.wa.gov.au>
- **Library and Information Service of Western Australia:** Tel (08) 9427 3111 More information can be found at the web site: <http://www.liswa.wa.gov.au>
- **Ministry for Planning:** Has established a small Design and Heritage Branch with the aim of providing information and advice on protection of items of heritage to local authorities, government agencies and the public. The branch also promotes the inclusion of

Heritage organisations in Western Australia

Commonwealth Government

- **Aboriginal and Torres Strait Islander Commission:** Tel (08) 9220 3211

State Government

- **Aboriginal Sites Department, WA Museum:** Responsible under the *Aboriginal Heritage Act 1972–80* for the preservation of places and objects used by or traditional to the Australian Aborigines. Tel (08) 9427 2700. More information can be found at the web site: <http://www.museum.wa.gov.au>

heritage provisions in local Town Planning Schemes. Provides support to the Townscape (Mainstreets Project) Tel (08) 9264 7777. More information can be found at the web site: <http://www.wa.gov.au/planning>

- **WA Maritime Museum:** Tel (08) 9431 8444. More information can be found at the web site: <http://www.mm.wa.gov.au>

Local government

Each local government authority in Western Australia is responsible for protecting heritage places in its local area.

- **Your local council:** Look in the phone book for the planning department or heritage officer under your local council listing.
- **WA Municipal Association:** A statewide organisation. Most local government authorities are members. Tel (08) 9321 5055. More information can be found at the web site: <http://www.wama.wa.gov.au>

Heritage advisers and coordinators

- **Coastcare Facilitators:** There are regional facilitators for the Peel Southwest region, the South Coast region, Metropolitan region, Gascoyne Midwest region and the Pilbara Kimberley Region. Contact the WA State Facilitator for more information. Tel (08) 9264 7834
- **Environment Resource Officer:** The Environment Resource Officer for WA is based at the Western Australian Municipal Association. Tel (08) 9321 5055
- **Historic Heritage Advisers:** Contact the Heritage Council to find out whether there is a Heritage Adviser in your area, and the services they provide.
- **Indigenous Heritage Officers:** Contact the WA Museum to find out whether there are Indigenous Heritage Officers in your area, and the services they provide.
- **Landcare Facilitators:** Contact Agriculture WA to find out more about the landcare program and how to contact Landcare Facilitators.
- **Marine and Coastal Community Network Coordinator:** Tel (08) 9420 7206. Email: mccnwa@ozemail.com.au
- **Regional Heritage Advisers:** Provide advice to local Government on municipal inventories, planning issues, development applications and conservation practices

regarding palaces. They also provide advice to property owners and community organisations. Contact the Heritage Council for details. Tel (08) 9221 4177

Interest groups and associations

- **Conservation Council of Western Australia Inc.:** The main conservation body in Western Australia. It's primary aim and objective is to promote the cause of conservation and environmental protection throughout the State of Western Australia. Tel (08) 9420 7266
- **Environment Defenders Office:** Tel (08) 9221 3030
- **Greening Australia (WA):** Tel (08) 9335 8933
- **Maritime Archaeological Association of Western Australia:** 26 Parkland Square, Riverton 6148
- **National Trust of Australia (WA):** The main functions of the trust are to identify places and things of national and local importance, particularly the State's historic buildings and monuments; and to educate the public about these places. The trust maintains a classified list of heritage places. Tel (08) 9321 6088
- **Oral History Association (WA):** Contact c/- PO Box 157 Northbridge WA 6865 Tel (08) 9370 1266
- **Professional Historians and Researchers Association:** Contact c/- PO Box 8381, Sterling Street, Perth 6849
- **Royal Australian Institute of Architects (WA Chapter):** Tel (08) 9321 7114
- **Royal Australian Planning Institute (WA Division):** PO Box 395, West Perth 6005
- **Royal Western Australian Historical Society Inc.:** Founded 1926. Holds monthly meetings, and produces an annual journal and monthly newsletter. Stirling House, 49 Broadway, Nedlands 6009. Tel (08) 9386 3841
- **Environment Centre of Western Australia Inc.:** An autonomous group concerned with environment education. Tel (08) 9225 4103
- **The Wilderness Society:** Tel (08) 9335 9512
- **WA National Parks and Reserves Association Inc.:** Works for the dedication of areas for national parks and reserves in Western Australia; and their management for conservation and appropriate recreation; and to foster an appreciation of national parks and disseminate knowledge about them. Tel (08) 9370 5901

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- Coastal Tourism: A manual for sustainable development*, Commonwealth of Australia, 1997. Prepared for the Tourism Council of Australia, Australian Local Government Association and the Royal Australian Planning Institute in collaboration with the Portfolio Marine Group, Environment Australia, and the Office of National Tourism.
- Community-based Planning: Principles and practices*, A guide prepared for the Aboriginal and Torres Strait Islander Commission, Commonwealth of Australia, Canberra, 1994.
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- Ideas for Integrated Local Area Planning*, Australian Local Government Association, July 1993.
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- The Cultural Planning Handbook: An essential Australian guide*, David Grogan and Colin Mercer with David Engwicht, Allen and Unwin, 1995.
- The Local Agenda 21 Planning Guide: An introduction to sustainable development planning*, The International Council for Local Environmental Initiatives, 1996.
- Towards Local Sustainable Development: A toolkit of strategies (an integrated environmental management manual)*, Commonwealth Department of Housing and Regional Development, 1994.

Working with communities

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- Community Participation in Practice: Listening to all the voices*, 28-minute training video, Institute for Science and Technology Policy, Murdoch University, Western Australia.
- Community Participation in Practice: Workshop checklist*, W. Sarkissian and K. Walsh (eds), Institute for Science and Technology Policy, Murdoch University, Western Australia, January 1994.
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- Getting to Yes: Negotiating agreement without giving in*, R. Fisher and W. Ury, Penguin Books, New York, 1981.
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- A Landholder's Guide to Bushland Assessment*, Environmental Studies Unit, Charles Sturt University, Bathurst, 1996–97.
- Draft Principal Australian Historic Themes. A guide for heritage agencies*, report prepared by Centre for WA History and Jane Lennon & Assoc. for the National Heritage Officials Committee, 1995.
- Local History: A handbook for enthusiasts*, G.M. Hibbins, C. Fahey and M.R. Askew, George Allen & Unwin, 1985.

- Migrant Heritage Places in Australia. How to find your heritage places: A draft guide*, Helen Armstrong, Australian Heritage Commission, Canberra, 1995.
- Oral History Handbook*, B.M. Robertson, Oral History Association of Australia (South Australian Branch) Inc., 1996.
- Remains to be Seen. Archaeological insights into Australian prehistory*, D. Frankel, Longman Cheshire, Melbourne, 1991.
- Sites and Bytes: Recording Aboriginal places in Australia*, proceedings of 1988 workshop, J. Flood, I. Johnson and S. Sullivan, Australian Heritage Commission, Australian Government Publishing Service, Canberra, 1989.
- Spotlighting Manual: Techniques and ideas for rangers and group leaders*, David Lindenmayer and Kerry Press, Australian Capital Territory Government, 1989.
- Telling It Like It Is: A guide to making local Aboriginal and Torres Strait Islander history*, Penny Taylor, Australian Institute of Aboriginal and Torres Strait Islander Studies, 1992. Includes *Looking for Your Mob: A guide to tracing Aboriginal family trees*.
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Conservation planning

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- Australian Natural Heritage Charter: Standards and principles for the conservation of places of natural heritage significance*, Australian Committee for IUCN, Sydney, 1996. Internet address: <http://www.erin.gov.au/portfolio/ahc/anhc.html> (available from the Australian Heritage Commission GPO Box 1567, Canberra ACT 2601. email natplace@ahc.gov.au)
- Looking after Heritage Places. The basics of heritage planning for managers, landowners and administrators*, M. Pearson and S. Sullivan, Melbourne University Press, Melbourne, 1995.

- Natural Heritage Places – A handbook for conservation: Implementing the Australian Natural Heritage Charter for conservation of places of natural significance*, 1998, Lorraine Cairnes, Australian Heritage Commission in association with the Australian Committee for IUCN.
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- The Illustrated Burra Charter: Making good decisions about the care of important places*, Peter Marquis-Kyle and Meredith Walker, Australia ICOMOS, Sydney, 1992.

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- Environmental Interpretation: A practical guide for people with big ideas and small budgets*, Sam H. Ham, North American Press, Golden, Colorado, 1992.
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- For a Common Cause: Case studies in communities and environmental change*, Graeme Gibson and Meg Bishop (eds), Australian Government Publishing Service, Canberra, 1996.
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I Protest: Fighting for your rights – A practical guide, P. Thornton, L. Phelan and B. McKeown, Pluto Press, 1997.

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Specific State and Territory references

The following references have a particular State or Territory focus. Many of them would provide useful ideas for groups working anywhere, so keep them in mind.

Australian Capital Territory

ACT Bushcare Manual: A guide for community volunteers, ACT Department of Urban Services, 1996.

New South Wales

Act Locally: A do-it-yourself guide to protecting your local environment in New South Wales, Kathy Fook and Anne Roberts, Nature Conservation Council of NSW, 1996. Sections on lobbying and the media.

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Historical Archaeological Sites: Investigation and conservation guidelines, NSW Department of Planning and the Heritage Council of New South Wales, 1993.

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History and Heritage; Regional Histories of NSW; Investigating History, Investigating Fabric; Heritage Assessments; Archaeological Assessments; Altering Heritage Assets; Planning and Heritage; Heritage Planning Practice Notes 1 & 2; Statements of Heritage Impact; Heritage Approvals; NSW Database Form; NSW Database Software Program; Heritage Studies; NSW Government and Heritage; Conservation Management Documents; Heritage Nominations; Heritage Terms and Abbreviations; Heritage Contacts; Heritage References and companion documents:

- *Conservation Areas: Guidelines for managing change in heritage conservation areas*
Heritage Curtilages
Underwater Heritage: Principles and guidelines.
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Tasmania

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Victoria

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Glossary

AHC: Australian Heritage Commission

Artefact: An object produced by human activity.

Australian Natural Heritage Charter: A voluntary charter which sets out principles, processes and standards for the conservation of natural heritage places, and is administered by the Australian Committee for IUCN.

Burra Charter: A document that sets out principles, processes and standards for the conservation of the cultural environment. Also known as The Burra Charter: *The Australia ICOMOS Charter for Places of Cultural Significance*, 1999, Australia ICOMOS (International Council on Monuments and Sites). It is administered by the Australia ICOMOS.

Community: There are many sorts of communities: local communities – the people who live in an area; ethnic communities – people who identify with a particular ethnic or cultural background; special interest communities – people who share an interest in a particular activity; and so on. Different communities may value particular aspects of heritage.

Conservation: All the processes of looking after a place to retain its heritage significance. Specific terms defining types of conservation actions are included in the Burra Charter and the Australian Natural Heritage Charter. While these charters use similar terms, the meanings differ slightly between the two charters.

Conservation plan: A document which details how to look after the natural and/or cultural significant heritage values of a place. It can be part of a broader management plan.

Cultural landscape: The way in which perceptions, beliefs, stories, experiences and practices give shape, form and meaning to the landscape.

Cultural significance: Spiritual, aesthetic, historic, scientific/research or social value for past, present or future generations.

Documentation: Written, visual, audio and even electronic information about a place.

Folklore: The expression in a variety of art forms of a body of custom and tradition built up by a community or ethnic group. It is the traditional, non-institutional part of culture.

Geodiversity: The range of earth features including geological, geomorphological, palaeontological, soil, hydrological and atmospheric features, systems and earth processes.

Heritage: Our natural and cultural inheritance.

Heritage place: A site, area, region, building or other structure (together with associated contents and surroundings) that has heritage value.

History: The study of the human past. Pre-contact history refers to the period before the arrival of Europeans in Australia, and post-contact history refers to the history after the arrival of Europeans in Australia.

ICOMOS: The International Council on Monuments and Sites (ICOMOS) is a professional non-government conservation organisation concerned with the care of places of cultural significance. ICOMOS (International) is affiliated to UNESCO, and advises it on World Heritage matters. Australia ICOMOS has produced the Burra Charter and associated guidelines.

Interpretation: Interpretation is a means of communicating ideas and feelings which help people enrich their understanding and appreciation of their world and their role within it.

IUCN: International Union for Conservation of Nature and Natural Resources (World Conservation Union) is an international body concerned with the conservation of natural environments. The Australian Committee for IUCN administers the Australian Natural Heritage Charter.

Management plan: Is a document which details how to look after the natural and cultural heritage and non-heritage features of a place. It may contain a conservation plan and/or its components.

National Estate: The national estate, as defined in the *Australian Heritage Commission Act 1975*, 'consists of those places, being components of the natural environment of Australia or the cultural environment of Australia, that have aesthetic, historic, scientific or social significance or other special value for future generations as well as for the present community.'

Natural significance: The importance of ecosystems, biological diversity and geodiversity for their existence or intrinsic value, or for present or future generations in terms of their scientific/research, social, aesthetic and life support value.

Nomination: A written suggestion for a place to be added to a register or other list of heritage places.

Oral history: Information about the past that is transmitted by word of mouth, rather than in written form.

Place: Natural and cultural environments that are of special value for the present community and for future generations.

Criteria for the Register of the National Estate

Without limiting the generality of sub-section (1) of the Australian Heritage Commission Act, a place that is a component of the natural or cultural environment of Australia is to be taken to be a place included in the national estate if it has significance or other special value for future generations as well as for the present community because of:

CRITERION A:

ITS IMPORTANCE IN THE COURSE, OR PATTERN, OF AUSTRALIA'S NATURAL OR CULTURAL HISTORY

- A.1 Importance in the evolution of Australian flora, fauna, landscapes or climate.
- A.2 Importance in maintaining existing processes or natural systems at the regional or national scale.
- A.3 Importance in exhibiting unusual richness or diversity of flora, fauna, landscapes or cultural features.
- A.4 Importance for association with events, developments or cultural phases which have had a significant role in the human occupation and evolution of the nation, State, region or community.

CRITERION B:

ITS POSSESSION OF UNCOMMON, RARE OR ENDANGERED ASPECTS OF AUSTRALIA'S NATURAL OR CULTURAL HISTORY

- B.1 Importance for rare, endangered or uncommon flora, fauna, communities, ecosystems, natural landscapes or phenomena, or as a wilderness.
- B.2 Importance in demonstrating a distinctive way of life, custom, process, land-use, function or design no longer practised, in danger of being lost, or of exceptional interest.

CRITERION C:

ITS POTENTIAL TO YIELD INFORMATION THAT WILL CONTRIBUTE TO AN UNDERSTANDING OF AUSTRALIA'S NATURAL OR CULTURAL HISTORY

- C.1 Importance for information contributing to a wider understanding of Australian natural history, by virtue of its use as a research site, teaching site, type locality, reference or benchmark site.
- C.2 Importance for information contributing to a wider understanding of the history of human occupation of Australia.

CRITERION D:

ITS IMPORTANCE IN DEMONSTRATING THE PRINCIPAL CHARACTERISTICS OF:

- (I) A CLASS OF AUSTRALIA'S NATURAL OR CULTURAL PLACES; OR
 - (II) A CLASS OF AUSTRALIA'S NATURAL OR CULTURAL ENVIRONMENTS
- D.1 Importance in demonstrating the principal characteristics of the range of landscapes, environments or ecosystems, the attributes of which identify them as being characteristic of their class.
 - D.2 Importance in demonstrating the principal characteristics of the range of human activities in the Australian environment (including way of life, custom, process, land-use, function, design or technique).

CRITERION E:

ITS IMPORTANCE IN EXHIBITING PARTICULAR AESTHETIC CHARACTERISTICS VALUED BY A COMMUNITY OR CULTURAL GROUP

- E.1 Importance for a community for aesthetic characteristics held in high esteem or otherwise valued by the community.

CRITERION F:

ITS IMPORTANCE IN DEMONSTRATING A HIGH DEGREE OF CREATIVE OR TECHNICAL ACHIEVEMENT AT A PARTICULAR PERIOD

- F.1 Importance for its technical, creative, design or artistic excellence, innovation or achievement.

CRITERION G:

ITS STRONG OR SPECIAL ASSOCIATIONS WITH A PARTICULAR COMMUNITY OR CULTURAL GROUP FOR SOCIAL, CULTURAL OR SPIRITUAL REASONS

- G.1 Importance as a place highly valued by a community for reasons of religious, spiritual, symbolic, cultural, educational, or social associations.

CRITERION H:

ITS SPECIAL ASSOCIATION WITH THE LIFE OR WORKS OF A PERSON, OR GROUP OF PERSONS, OF IMPORTANCE IN AUSTRALIA'S NATURAL OR CULTURAL HISTORY

- H.1 Importance for close associations with individuals whose activities have been significant within the history of the nation, State or region.

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Portfolio Marine Group, Environment Australia
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Home-page: <http://www.erin.gov.au/>

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Feedback form

Your comments on the guide and how you have used it will help us to improve future editions. Please complete this form and return it to:

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Which sections were most useful, and why?

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What other information would you like to see added to the guide to make it more useful?

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Any other comments?

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Thank you for your help.



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