Assessment of Local Heritage Places

1.   INTRODUCTION

These guidelines provide advice and information on assessing places for heritage values and recording them in a heritage inventory. It is recommended that the guidelines form part of a heritage strategy that includes local planning policies and operating guidelines for heritage management.

Related documents include:
Local Planning Policies for Heritage (State Heritage Office, to be published 2016)
The Heritage List (State Heritage Office, 2016)

1.1   Legislative and policy background

Under Part 5, Clause 45(1) of the *Heritage of Western Australia Act 1990* a local government is required to compile and maintain an inventory of buildings of cultural heritage significance within its district which in its opinion are, or may become, of cultural heritage significance. This is commonly referred to as a municipal inventory or MI and is often extended to become a survey of all heritage places within a district, including sites, cultural landscapes and non-building structures such as memorials and statues.

Under the deemed provisions included in the *Planning and Development (Local Planning Scheme) Regulations 2015*, each local planning scheme must have an associated heritage list that describes those places included and the reasons for their entry.

1.2   The Municipal Inventory

The MI is a document that records heritage information for the local area. It forms the basis of decision-making by local government on general matters relating to heritage within the district, although it does not have statutory force and effect in terms of planning controls.

Informed decisions require current information and, while the rate of change for heritage places is slow, community understanding, awareness and appreciation of heritage does change over time. Reviewing the MI on a periodic basis is therefore essential for informed decision-making, over and above any statutory requirement. A timescale similar to that used for the review of the local planning strategy is likely to be appropriate.

A complete and updated MI provides the information necessary to build a heritage list, can inform local government decisions on heritage trails, provide data for education and interpretation, act as the basis for historic research, and more generally link the community with its past through the consultation and exploration process.

1.3   The Heritage List

The State's planning framework makes a clear distinction between the MI, as a source of information, and the heritage list, which is a statutory instrument. Inclusion in the heritage list means that a local government can consider the heritage of a place as part of its decision-making process for proposed development. If a place is not included in the

heritage list there may be limited opportunity for heritage matters to be considered within the planning process.

Inclusion on the heritage list or a heritage area also overrides the option for a property owner to demolish, renovate or build a single residence without seeking approval from the local government.

The Heritage Council recommends that local governments adopt a heritage list that includes all places on the State's Register of Heritage Places, plus those local heritage places that require the protection of the local planning scheme. The heritage list should include descriptive information and a statement of significance, and note where a building is considered to have a significant interior.

The process of drawing up a heritage list can be assisted by adopting a local planning policy developed for this purpose. Further information on the heritage list and guidelines for such a policy are included in the Heritage Council publication *The Heritage List*.

1.4   Why we need standard assessment criteria

All assessments of local heritage places should be carried out using the procedures described in this document so that assessments are:

• accountable and can be tested
• comparable
• consistent

These guidelines adhere to well-established 'best practice' in the identification and assessment of heritage places in WA and throughout Australia, both at the State and local levels. Following the recommended process demonstrates to the community and to owners that the MI has been compiled in an appropriate manner and provides a process for providing information and advice on heritage matters.

1.5   Community and stakeholder consultation

When assessing a place for inclusion in an MI there is no statutory definition or requirement to consult with any particular stakeholders; the Heritage Act simply calls for 'proper public consultation'.

Owners will often have information about their property, so consultation should always include a request to the property owner for historical and physical evidence. This also gives the local government the opportunity to discuss the role of the MI and initiate a broader conversation with the owner that establishes a constructive relationship.

Later discussions with the owner can include a review of the information provided to date, and an explanation of the heritage values and level of significance that have been proposed for their property.

Wider consultation helps to identify the MI as a community survey and encourage a greater sense of ownership and participation. This can take the form of open nominations, facilitated community meetings, and consultation with specific groups.

Inviting assistance from a local historical society or groups representing different sections of the community can be a useful way to encourage discussion and gather views in a structured manner. History and heritage groups in particular are likely to have useful resources that will assist in providing accurate background information.

1.6   Inviting nominations

A starting point for assessment is often to seek nominations from the community, and it is important to manage expectations on what will be included. For example, not all places nominated for the inventory will meet the threshold, and views that are not supported by evidence or are contradicted by other submissions may be excluded.

Nominators should be asked to provide sufficient information to identify the site and its location, including those features they consider to contribute to significance. They should also provide as much detail as possible on the values they believe a place to have. This may need further discussion with a heritage officer or consultant to write up in a format and style consistent with other records.

Providing a nomination form is a useful way of identifying the minimum levels of information that are needed to initiate an assessment. It also encourages the nominator to think about heritage values and explain why they consider the place to be of cultural heritage significance.

Contact details should be requested so that further information can be sought from the nominator; however, the nomination form should make clear whether or not the nominator can request anonymity. Normally this should not be necessary, as the MI is a survey of community views, which can be expected to include a range of different opinions.

The property owner for each place will be consulted as part of the assessment process and it is not necessary for them to approve a nomination. Any process that gives the owner a right of veto over a heritage assessment is strongly discouraged.

1.7   Changing and removing entries in the inventory

Occasional updates should be carried out to ensure that administrative details are correctly maintained. Changes such as noting approved demolition, adaptation or development that has been carried out; correcting location to the verified Landgate address; or amending descriptive or factual data that does not significantly impact on the heritage values of the place may be carried out by the responsible officer without further consultation. Where a series of such amendments has been carried out it is recommended that the Council is asked to approve the revised MI.

Changes that have the potential to alter the identified significance of the place should be made only after the normal consultation process has been completed, and with approval of the Council. Any change to the level of significance of a place should demonstrate the reason for the change and be reviewed by a heritage professional.

Removal of a place from the inventory should only take place only where it is demonstrated that the heritage significance of the place has altered such that it is below the threshold for inclusion in the inventory. A proposal to remove a place should be put to community

consultation, noting the reasons given for removal and supporting evidence. The removal must be approved by a resolution of Council and may also require a change to the heritage list.

It is not appropriate to remove a place from the inventory only on the grounds of poor condition, cost of repair or renovation, perceived difficulty in marketing a property or other factors not related to heritage significance.

As the MI is a source of historical information, it is appropriate to retain a record of a place even where approval has been granted for demolition of the primary heritage element. This allows documents such as an archival record to be associated with place information, and retains data about the history of a place. Such records should make clear whether any heritage fabric remains.

A separate exercise may be needed to determine whether the site of a demolished place is to remain in the heritage list. This should be guided by the relevant policy, but may be appropriate if future planning decisions may require that heritage values are reflected through interpretation.

1.8   The thematic history

The thematic history is a background document that describes and tabulates the history of the local district and allows it to be linked with elements within the physical landscape. The thematic history is generally prepared by a professional historian using standard themes identified in the Heritage Council publication *Heritage Themes* (2012).

The objectives of a thematic history are to:

- identify and explain the themes or 'story lines' that are crucial to understanding the area's historic environment as it exists today.
- provide a context for the comparative assessment of heritage places in the locality.
- provide preliminary information as to local places of potential significance (which may subsequently be documented separately, in individual place record forms).

The thematic history should be concise (no more than 5,000-7,000 words) and analytical. It will normally comprise the following elements:
- A narrative of the chronological history of the area, addressing the key events (they may be grouped under thematic headings but this is not essential).
- A summary of the key themes in a tabular form (a 'matrix') showing the periods of development along one axis, and the themes along the other. Entered into the cells of the grid are events (not places, except where their construction is a key event).

Completion of a Thematic History is typically an iterative process, with the history being 'filled in' and revised as a result of fieldwork and assessment concerning individual heritage places (and vice versa).

When updating an MI it is useful to include a review of the thematic history to check whether there is new information that may add to, or change, the recorded information.

2. CRITERIA FOR ASSESSMENT OF LOCAL HERITAGE PLACES AND AREAS

2.1 When to use the assessment criteria

The assessment of significance – understanding the cultural values and historical importance of a place or area – is the basis of all good heritage decisions. The most common situation in which these criteria will be used by local governments is in conducting a review of a Municipal Inventory, whether this is a simply update of an existing record or conducting a new assessment based on a community nomination.

Other situations may include:

- updating information on a register of local government assets
- preparing a heritage impact statement for proposed works
- preparing or reviewing a Conservation Plan
- drawing up a heritage inventory for a government agency or other institutional owner.

To provide consistency in the recording of heritage across WA, the State Heritage Office's online heritage database *inHerit* uses the format described in these guidelines.

2.2 How to use these assessment criteria

A place or area will be of significance to the locality if, in the opinion of the local government, it displays <u>one or more</u> of the values in section 2.6 – listed as Aesthetic, Historic, Research or Social value. This opinion should be informed by both professional input from officers and consultants, and by input from the community and stakeholders.

Significance in this context is a question of value for the local government district, and not value for the region or the State. Typically, the place or area will be assessed in the context of the history and development of the district as identified in the thematic history. Identifying a place as having exceptional local significance does not mean, for example, that it has to meet the threshold for inclusion in the State's Register of Heritage Places.

The degree or 'level' of significance can be determined with reference to the issues of Rarity, Representativeness and Condition/Integrity, as set out in section 2.7. This section also sets out guidance notes and examples to explain the concepts involved.

The inclusion and exclusion guidelines should be used as a 'checklist' to aid analysis and judgement, not as a substitute for them. In addition, a place should not be excluded from an inventory, or deemed not to be significant, simply because there are similar examples elsewhere, whether in the local area or in other districts.

2.3 Skills required

Heritage assessments can be carried out by anyone with training and experience in the field, but should be informed by input from a range of stakeholders including owners, community groups, advisory committees and local government officers. To ensure a timely and well-managed outcome, the review process is best managed by a responsible local government officer with experience of community consultation and engagement.

Professional heritage consultants or trained local government staff can undertake assessments or offer valuable assistance to others. It is suggested that the process is best carried out as a community exercise guided or facilitated by an external consultant or local government officer, rather than being a 'professional' or 'academic' exercise solely in the hands of consultants.

Given the role of the MI as a survey of community views it can be of benefit if the process is managed through a community development role, or by a local museum or local studies officer. While planning officers may need to be on hand to explain the later impacts of inclusion in a heritage list, the MI should be clearly identified as being a non-planning matter.

Those participating in the survey should be kept properly informed and clear boundaries established to guide their input, which will vary depending on available skills and resources. The project officer should ensure that timeframes are realistic and are met, and that community members recognise that their role is advisory.

One area in which at least some input from an external heritage professional is recommended is the determination of heritage significance. This evaluation requires substantial experience of heritage matters and an ability to assess significance in the context of local heritage values. An independent view can also be less contentious, particularly as the level of significance will be of material importance in determining future actions such as inclusion on a heritage list.

The final opinion as to the cultural heritage significance of a place is determined solely by a resolution of Council at a properly convened meeting, which should be informed by the officer recommendation and consultant's advice.

2.4   Assessing Heritage Places

A heritage place is any defined area that exhibits the heritage values outlined in this publication. Places may include buildings, structures, archaeological or historic sites, gardens, man-made parks, man-made landscapes, and trees or natural features that display these values.

While the Heritage Act requires that an MI should include all buildings of heritage significance, this does not prevent the inclusion of other forms of heritage place.

The concept of place includes a setting, which is the area around a heritage place that is part of or contributes to its cultural heritage significance. The area defined as the setting for a heritage place is known as the 'curtilage'. In practical terms, most heritage places in urban environments are defined by the lot within which they sit. However, places may cover many lots, be part of a lot, or have a curtilage that is independent of any lot boundaries.

The assessment process begins with gathering of evidence – both documentary and physical; evidence is then analysed, before final assessment and statement of significance are produced.

Where possible a physical inspection should be carried out, including assessment of interiors. A review using a comprehensive set of photographs may be substituted where access is difficult or not granted. While this presents a challenge in securing access to a site, it is the only way to get a full understanding of the place. If an inspection of any part of the site is not undertaken this should be made clear in the documentation.

All heritage places should be assessed in accordance with the criteria in section 3, and also assigned a level of significance in accordance with the associated gradings.

2.5 Assessing Heritage Areas

The assessment of Heritage Areas requires a slightly different approach. Areas need to meet an additional test as described in section 2.8 below. A heritage area will commonly be proposed for designation under the local planning scheme, which requires that a local planning policy is adopted to define the boundaries and significance of the area.

Heritage Areas are select areas with special qualities, and will generally be quite rare within a locality. In defining a heritage area, heritage significance needs to be clearly distinguished from the broader concept of urban character, given that all areas or localities demonstrate some form of urban character.

There is generally no need to assign a level of significance to a Heritage Area as a whole (in terms of exceptional, considerable, some/moderate significance). However, all the places within a Heritage Area should be assigned a level of 'Contribution', in accordance with the gradings set out at the end of section 3.

2.6 Values

2.6.1 Aesthetic Value

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

Guidelines for Inclusion

A place or area included under this criterion will have characteristics of scale, composition, materials, texture and colour that are considered to have value for the local district.

This may encompass:
• creative or design excellence
• the contribution of a place to the quality of its setting
• landmark quality
• a contribution to important vistas.

A place will not necessarily need to conform to prevailing 'good taste', or be designed by architects, to display aesthetic qualities. Vernacular buildings that sit well within their cultural landscape due to the use of local materials, form, scale or massing, may also have aesthetic value.

For a place to be considered a local landmark, it will need to be visually prominent and a reference point for the local district.

In the case of a heritage area, the individual components will collectively form a streetscape, townscape or cultural environment with significant aesthetic characteristics.

Guidelines for Exclusion

A place or area is not normally included under this criterion if:
• its distinguishing features have been lost, degraded or compromised
• landmark or scenic qualities have been irreversibly degraded by surrounding or infill development
• it has only a loose association with creative or artistic excellence or achievement.

Examples (Inclusion)

Former Commercial Bank of Australia (1911) cnr Parade and Pasture Sts, Pingelly, is a fine example of the Federation Academic Classical style, featuring rusticated stucco, windows decorated with molded hoods, and a parapet with balustrading. It stands out from its neighbours, and its grand form makes an important contribution to the streetscape in both Parade and Pasture Streets.
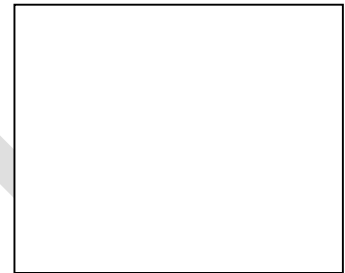
The AMP Building (1927) at 36 Fairway St, Narrogin, is a two-storey brick and stone building featuring a curved corner entry with Tuscan columns, detailed pediment, and a lavish use of rendered stone. Erected by the AMP Society as only their second country office in WA, it is a landmark that anchors the bottom end of one of Narrogin's main streets.
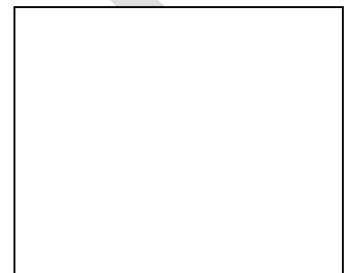
Fothergill Street Heritage Area, Fremantle, comprises brick, limestone and iron houses in a narrow range of architectural styles, dating from the turn of the 20th century. Collectively they form a strong and cohesive streetscape.

2.6.2 Historic Value

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

Guidelines for Inclusion

A place or area included under this criterion should:

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

Contributions can be made in all walks of life including commerce, community work and local government. Most people are associated with more than one place during their lifetime and it must be demonstrated why one place is more significant than others.

The associations should be strong and verified by evidence and, ideally, demonstrated in the fabric of the place.

Guidelines for Exclusion

A place or area will generally be excluded if:
• it has brief, incidental or distant association with historically important activities, processes, people or event
• it is associated with events of interest only to a small number of people
• it retains no physical trace of the event or activity.

A place reputed to be the scene of an event, but for which there is no evidence to support the claim, is not normally considered under this criterion.

Examples (Inclusion)

Model Timber Home, Floreat (1934) is significant for its associations with the development of Floreat Park in the 1930s. It was one of the first houses constructed in Floreat Park No 1 Estate, the first subdivision in the area. Mundaring Hotel (1898) was the first building in Mundaring to be associated with the development of Mundaring as a tourist and holiday destination.

One Mile Jetty and Tramway, Carnarvon (1899) formed an integral part of the working economy of Carnarvon from 1899 to 1984, and was initially the only means of getting goods in and out of the area. The layout of the town reflects the importance of the tramway during this period.

Gwalia Townsite Heritage Area, near Leonora (1890s-1920s+), comprises a collection of early 20th century corrugated iron, hessian and timber miners' shacks and camps, laid out in an improvised township. It shows the distinctive way of life of the gold miners, many of them Italian and Austrian immigrants, who made a new life for themselves in WA's eastern goldfields at the beginning of the 20th century, working and living with low wages, hazardous conditions and primitive accommodation.
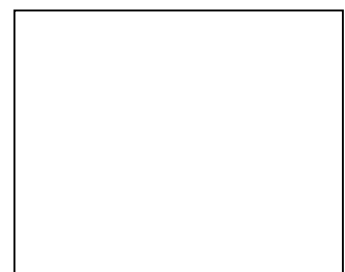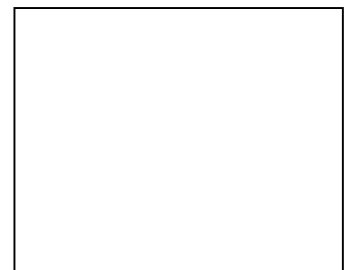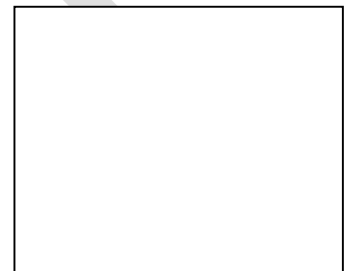
2.6.3 Research Value
Criterion 3A: It has demonstrable potential to yield information that will contribute to an understanding of the natural or cultural history of the local district.

Guidelines for Inclusion

A place included under this criterion may be a standing structure or archaeological deposit and will generally be an important benchmark or reference site.

A place of research value should provide, or demonstrate a likelihood of providing, evidence about past activity. This may include important information about construction technology, land use or industrial processes not available anywhere else.

The information should be inherent in the fabric of the place.

Guidelines for Exclusion

A place will not normally be included under this criterion if:
• there is little evidence to suggest the presence of archaeological deposits
• the place is not able to provide useful information through the fabric
• it is likely to yield similar information to other places
• it is likely to yield information that could easily be obtained from documentary sources.

Criterion 3B: It is significant in demonstrating a high degree of technical innovation or achievement.

Guidelines for Inclusion

A place included under this criterion should:
• Show qualities of innovation or represent a new achievement for its time.
• Demonstrate breakthroughs in design or places that extend the limits of technology.
• Show a high standard of design skill and originality, or innovative use of materials, in response to particular climatic or landform conditions, or a specific functional requirement, or to meet challenge of a particular site.

Many of the places included under this criterion are industrial sites, though examples of engineering (such as bridge construction and road design) might also meet this criterion.

Guidelines for Exclusion

A place would not normally be considered under this criterion if its authenticity were so diminished that while the achievement was documented, it was no longer apparent in the place.

Examples (Inclusion)

A.T.Brine's Donnybrook Sandstone Quarries (fmr) (c.1904) is an excellent representative example of the of the quarrying techniques used to extract Donnybrook Sandstone during the early twentieth century.

The place has potential to provide information about the process of quarrying sandstone through remnant stone formations and remnant infrastructure.

2.6.4 Social Value

Criterion 4: It is significant through association with a community or cultural group in the local district for social, cultural, educational or spiritual reasons.

Guidelines for Inclusion

Most communities will have a special attachment to particular places. A place would be considered for inclusion under this criterion if it were one that the community, or a significant part of the community, has held in high regard for an extended period.

Places of social value tend to be public places, or places distinctive in the local landscape, and generally make a positive contribution to the local 'sense of place' and local identity.

They may be symbolic or landmark places, and may include places of worship, community halls, schools, cemeteries, public offices, or privately owned places such as hotels, cinemas, cafes or sporting venues.

Places need not be valued by the entire community to be significant. A significant group within the community may be defined by ethnic background, religious belief or profession.

Guidelines for Exclusion

A place will not normally be considered if its association is commonplace; or of recent origin; is recognised by only a small number of people; or if the associations are not held very strongly or cannot be demonstrated satisfactorily to others.

Of all the criteria, social value is the hardest to identify and substantiate. Care should be taken not to confuse cultural heritage significance with amenity or utility. There must be evidence that the building/place is valued over and above the activities that occur there.

Examples (Inclusion)

The Obelisks and Memorial Plaque, Port Denison (1896; 1979), with its high vantage point and views of Point Denison, is highly valued by the community as an important landmark and popular tourist destination.

Bassendean Oval and reserve (c.1934-1960) is valued by the local community as the venue for a wide range of sporting and community activities.

2.7   *Determining the level of significance*

2.7.1 Rarity

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

Guidelines for Inclusion

This criterion encompasses places that either are rare from the time of their construction, or subsequently become rare due to the loss of similar places or areas.
A place or area of rarity value should:
(a) provide evidence of a defunct custom, way of life or process; or
(b) demonstrate a custom, way of life or process that is in danger of being lost; or
(c) demonstrate a building function, design or technique of exceptional interest.

Guidelines for Exclusion

A place or area will not normally be considered under this criterion if:
• it is not rare in the locality
• it appears rare only because research has not been undertaken to determine otherwise
• its distinguishing features have been degraded or compromised.

Examples (Inclusion)

Caron Coal Stage (1931) was the only mechanised coaling stage constructed of concrete by the WA Government Railways. Other stages of similar design were built of timber.

2.7.2 Representativeness

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

Guidelines for Inclusion

A place included under this criterion should provide a good example of its type.

A place may be representative of a common building or construction type, a particular period or way of life, the work of a particular builder or architect, or an architectural style.

To be considered a good representative example, the place should have a high level of authenticity.

Guidelines for Exclusion

Places will be excluded if their characteristics do not clearly typify their class, or if the representative qualities have been degraded or lost.

Examples (Inclusion)

Dingup Anglican Church, Balbarrup (1895) is a fine example of a small rural church built in late nineteenth century of vernacular design using local materials

Roleystone Theatre (1922) is representative of a community hall of timber construction, built in the early to mid-1900s.
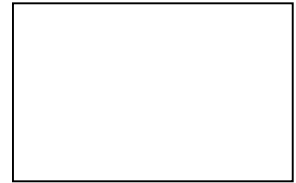
Road Board Office (former), Nanson (1913) is representative of the Public Works Department's design for small administrative buildings for local government.

2.7.3 Condition, Integrity and Authenticity

While Condition and Integrity are considerations in assessing the significance of a place, it is possible for a place of poor condition or poor integrity to be identified as significant on the basis of a value to which Condition and Integrity are relatively unimportant (egg. a ruin with high historic value).

Places identified in an MI will usually have a Medium to High degree of Authenticity; however it is possible to include places of low Authenticity if they exhibit evolution of use and change that is harmonious with the original design and materials.

The three terms are defined as follows:

Condition - The current state of the place in relation to the values for which that place has been assessed, and is generally graded on the scale of Good, Fair or Poor.

Integrity - The extent to which a place retains its original function, generally graded on a scale of High, Medium or Low.

Authenticity - The extent to which the fabric is in its original state, generally graded on a scale of High, Medium or Low.

When noting the grading for each of these values it is useful to add a brief supporting comment or notes, as shown in the following examples.

Examples

High Integrity - purpose-built funeral parlour constructed in the 1930s, still retains its original function.

High Authenticity – highly intact 1899 Federation Arts and Crafts Bungalow. While some parts of the fabric may need repair, little has been lost.

Low Authenticity / Low Integrity - Former Soldiers' Memorial Hall

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constructed 1936, later converted for squash courts in the
1950s and re-adapted for commercial offices in the early
1990s. Much of the interior fabric and the exterior detailing
has been removed.

2.8 Heritage Areas - an extra criterion

A Heritage Area will be of significance for the local district if:
> (a) it meets one or more of the criteria in section 2 under the headings of Aesthetic, Historic, Research or Social significance; **and**
> (b) it demonstrates a unified or cohesive physical form in the public realm with an identifiable aesthetic, historic or social theme associated with a particular period or periods of development.

This extra test [clause (b)] sets Heritage Areas apart from heritage places. Heritage Areas typically exist on a much larger scale than individual places, contain a large number of built elements and property holdings, and their designation potentially has more far-reaching planning implications than the listing of a single place.

Areas require an appropriate level of care in their assessment and documentation. This may be undertaken in association with the development of a local planning policy for a proposed heritage area; however, the first task is always to determine significance.

Guidelines for Inclusion

A Heritage Area should always be established on the basis of a clear statement of significance, and a clear identification of the significant physical fabric in the area.

The individual components of an area will collectively form a streetscape, townscape or cultural environment with significant heritage characteristics, which may include architectural style, town planning or urban design excellence, landscape qualities, or strong historic associations.

In some cases, the development of a heritage area may span an extended period and some of the characteristics of the area may be composite or varied. In such cases it may be worthwhile to analyse the different phases of growth as part of the assessment, while also demonstrating the 'unifying thread' that holds the area together as a meaningful whole.

Guidelines for Exclusion

Heritage significance needs to be clearly distinguished from the broader concept of urban character, given that all areas or localities demonstrate some form of urban character. Heritage values can be conserved, diminished, destroyed, or restored, but (unlike other amenity values), cannot be improved or replicated.

An entire local government area can be divided into 'urban character areas' or planning precincts. However, Heritage Areas are select areas with special qualities and will generally be quite rare.

Examples (Inclusion)

Mount Lawley Estates 1 & 2 – an area bound by Walcott St to Regent St, the river to Alexander Dr, subdivided in two stages, the first in 1902 and the second in 1912. It provides a rare example in Perth of a substantially intact residential layout from the first decades of the 20th century. It is characterized by an innovative layout based on the natural topography, together with a traditional streetscape of wide grassed verges and regular street-tree plantings. The housing stock is predominantly Federation Bungalow or Queen Anne in style, with some excellent examples also of Arts and Crafts or Californian bungalow styles.

West End Conservation Area, Fremantle - Three significant periods of activity in the district's earlier periods of development are well represented (colonial settlement, the convict era and the gold rush).
However the predominant character of the area is generated by buildings from the gold rush era, which are mainly in Free Classical style, and mainly at a consistent scale of two or three storeys. The area features a number of distinctive landmarks that are visible throughout the West End, and it bears a very strong imprint from the City's main historic themes (particularly shipping and penal history).

Examples (Exclusion)

Wembley 'Precinct No 6' (pictured below) is one of the townscape precincts identified in the Town of Cambridge heritage inventory and townscape study (1997). Bound by Herdsman Pde, Selby St, Grantham St, Gregory St and Dodd St, it comprises mainly single housing constructed progressively over a fifty year period from c.1912 to 1960. Older housing stock is mainly in Californian Bungalow style, with a gradual transition in styles through later decades to Art Deco and modernist styles. New infill housing continues to be constructed through the first decade of the 2000s.
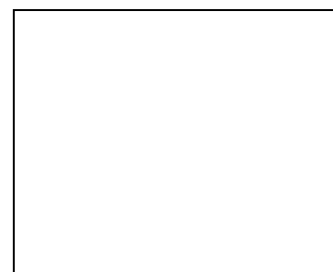
This is arguably not a Heritage Area because of the extent of loss of historic housing stock, limiting the degree to which it demonstrates a 'unified or consistent physical form in the public realm'.

3. GRADING THE LEVELS OF SIGNIFICANCE

3.1 Heritage Places

For each place that displays one or more of the above values (Criteria 1-4), a level of significance should be determined using Criteria 5-7. This will result in the place being graded with one of the following levels of significance:

Level of Significance	Category	Description
Exceptional significance	1	Essential to the heritage of the locality. Rare or outstanding example.
Considerable significance	2	Very important to the heritage of the locality. High degree of integrity / authenticity.
Some/Moderate significance	3	Contributes to the heritage of the locality. Has some altered or modified elements, not necessarily detracting from the overall significance of the place.
Little significance	4	Has elements or values worth noting for community interest but otherwise makes little contribution.

A category is assigned to provide a simple reference mechanism. In some cases these have been extended or different terms have been used to describe the category.

Use of a separate category to denote historic sites is not encouraged. Instead, they should be assigned an appropriate level of significance (often 'little significance', but sometimes higher) and shown in the place record as a place type 'Historic Site'.

Note that for the purpose of defining the MI, no further statement of intent or outcome is provided. If the local government has adopted a policy on how a heritage list will be drawn up it may be useful to indicate on this table where the threshold for inclusion has been set.

3.2 Heritage Areas

There is generally no need to assign a level of significance to a Heritage Area as a whole; however, each place within the area should be graded according to the level of contribution that it makes to the significance of the area.

Contribution to Significance	Description
Considerable contribution	Demonstrates the key themes of the heritage area. A major or substantial part of the heritage fabric within the area. An iconic or landmark structure.
Some/Moderate contribution	Consistent with the themes of the heritage area. May be one of several places of a similar group or theme.
No contribution	No heritage values consistent with the area.

4. DOCUMENTING PLACES AND AREAS

4.1 Heritage Places

Each assessment of a place (usually in the context of a local inventory) should be recorded with its own place record, and should include the minimum information outlined in section 4.3. The Heritage Council's online database inHerit is established as a central repository for all heritage data, and is set up so that information can be entered using the necessary standards. Local governments are given access to inHerit as custodians of their MI data.

Additional information, including optional fields, images and more detailed text, helps to provide the community with a rich resource that fully demonstrates the time and effort taken to assemble MI data.

4.2 Heritage Areas

As a minimum, an assessment of a Heritage Area should identify its boundaries, describe its key features and elements, and establish a Statement of Significance (that explains what is significant about an area and why).

If a local government chooses to designate the Heritage Area under the local planning scheme, a local planning policy for the area will be required, which will describe the heritage significance of the place and address planning matters that will be relevant in maintaining that significance.

Guidelines on preparing a local planning policy for a heritage area are included in the State Heritage Office publication *Local Planning Policies for Heritage*.

4.3 Place Record Form

A place record consists of two classes of information – objective and subjective. Objective data is the factual information that describes the physical location and structure of a place; while subjective data records associations, history and comparative assessments.

The inHerit database creates 'place' information that is the same for all records relating to the same site. This includes:

Place Name	Primary reference name; relates to the reason for the place's significance
Address	Verified address used by Landgate; use reserve or lot details if no street number is given.
Location description	Other information needed to identify location. e.g. boundary roads for a precinct or 'formerly 26 High Street' if address has changed.
Other names	Former names, or alternative spellings if relevant.
Place Type	Select most relevant of pre-defined values (e.g. Individual Building or Group, Urban Park, Tree etc.)
Primary local gov't	The local government within which the place is located.
Use (original/present)	General and specific use selected from pre-defined values

	(e.g. Residential - Flats/Apartment Block; Commercial – Office)
Construction materials	Most relevant description(s) of material from pre-defined values. Assigned to each building element as appropriate.
Architectural style	Selected from pre-defined values based on the standard reference - Apperly, Irving & Reynolds 'Identifying Australian Architecture'.
Historic theme(s)	Relevant themes displayed by the place, as defined in the thematic history associated with the MI. Select one or more pre-defined values.

When creating a new MI record, data should be provided for each of these fields where relevant. If the place has already been defined by another custodian, such as the National Trust or Heritage Council, place information will already exist and should generally be correct. If there are variations such as additional information on construction materials, or a different opinion on matters such as the architectural style, these matters will need to be notified separately to the State Heritage Office.

Other information may be different for each custodian that has prepared an assessment for a place. These are the value assessments and historical data that flesh out a record and describe the reasons for significance.

The more data that is included in a place record the more useful it is as a source of heritage information. The following table shows the minimum information that should be provided through the assessment process. Additional fields should be completed where possible.

Minimum information	
Statement of significance	A summary of the key values that contribute to the cultural heritage significance of the place. This can include any of the aesthetic, historical, research or social values associated with the place, as well of statements of rarity or representativeness.
History	Historical evidence providing background context and relating to the significance of the place. Detail the historical evolution of the place, including dates and events of importance.
Integrity / Authenticity	Statements of integrity and authenticity as used to determine the grading of significance.
Physical description	A brief description of the place, its component elements, any key features or points of specific interest, and comments on setting.
Condition	A statement on condition as used to determine the grading of significance, noting the date of the survey on which the information is based.
Parent / Child places	Associate the place with any larger precinct in which it sits, or precincts or groups with their individual components.
Listing type and status	As well as noting the date of adoption and category of the MI entry, note whether the place is included in the heritage list (noted in inHerit as a Town Planning Scheme listing). Note that information on other listings (State Register, National Trust etc) will be input by the State Heritage Office and will also appear on the inventory record.

| Images	Provide at least one image to represent the place, although more images help to illustrate the place and its setting.
Construction dates / periods	This can be a single date or date range, or a series of different dates to represent the phases of construction.
Additional Information	
Archaeology	Notes on finds or archaeological potential based on historical use of the site and subsequent disturbance.
Other Keywords	Relevant words and phrases that may assist in locating the place via an online search.
Demolition	Confirm whether the place is demolished, and if so, in which year.
Associations	Nominate any key associations that contribute to the significance of the place, selecting the category from a pre-defined list.
References	Identification of any written records, maps, plans, photographs or other source that has assisted in the assessment of the place.
Other reference numbers	Any internal reference number or code that will assist in locating or managing the inventory record.
Owners	Known current owners, including owner category (e.g. private, State Government etc). Note that this information is not published online and use is optional.
Titles	This section can be used to identify a site if it does not have a validated Landgate address. This will usually only apply to Crown land but can be necessary in some regional areas.

4.5 Example Place Record Form

Myrniong

AUTHOR City of Bunbury   PLACE NUMBER 00332

Map   Hybrid
Enlarge Map   Show Property Street View
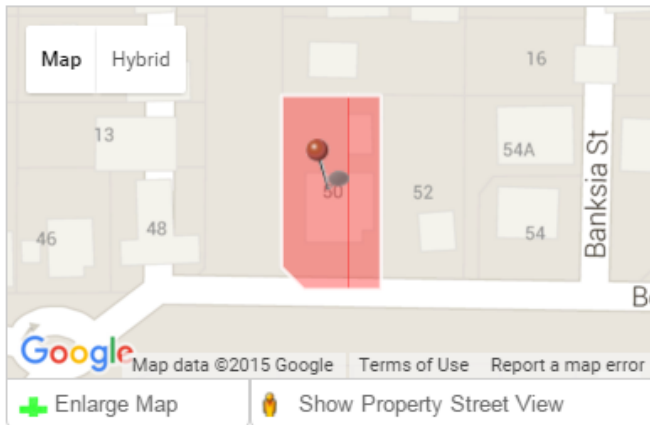
LOCATION
50 Beach Rd Bunbury

LOCATION DETAILS
Cnr Palm Street

OTHER NAME(S)
Myrniong House

LOCAL GOVERNMENT   Bunbury   **REGION**   South West
CONSTRUCTION DATE
Constructed in 1926, Constructed in 1925

DEMOLITION YEAR   N/A

Statutory Heritage Listings

TYPE	STATUS	DATE	DOCUMENTS	MORE INFORMATION
Heritage List	YES	13 Dec 2002		Heritage Council
State Register	Permanent	26 Feb 1999	Register Entry Assessment Documentation	Heritage Council

Other Heritage Listings and Surveys

TYPE	STATUS	DATE	GRADING/MANAGEMENT CATEGORY	DESCRIPTION	MORE INFORMATION
Municipal Inventory	Adopted	31 Jul 1996	Exceptional Significance	more ⬤	
Classified by the National Trust	Classified	04 May 1981			
Register of the National Estate	Permanent	18 Jan 1989			

Statement of Significance more ●

Myrniong, 50 Beach Road (1925), a single storeyed brick and tile
Federation style Bungalow residence, has cultural heritage significance
for the following reasons;
the place is a fine, late example of the Federation Bungalow style,

Physical Description more ●

Myrniong, 50 Beach Road is a large single storey, brick and tile house
with an asymmetrical facade designed as a late example of the
Federation Bungalow style of architecture.

History more ●

Myrniong was built in 1925/26 for Maria and George Rose. It was named
after Myrniong, a small town between Melbourne and Ballarat in Victoria.

The land was originally part of Lot 105 which was subdivided in 1897 to

Integrity/Authenticity more ●

High degree of integrity (original intent clear, current use compatible, high
long term sustainability).
High degree of authenticity with much original fabric remaining.
(These statements based on street survey only).

Condition more ●

Condition assessed as good (assessed from streetscape survey only).

Associations

NAME	TYPE	YEAR FROM	YEAR TO
Walker, John [Solicitor]	Other Association/Event	-	-

hide categories

Place Type

Individual Building or Group

Uses

EPOCH	GENERAL	SPECIFIC
Original Use	RESIDENTIAL	Single storey residence
Present Use	RESIDENTIAL	Single storey residence

Construction Materials

TYPE	GENERAL	SPECIFIC
Roof	TILE	Other Tile
Wall	BRICK	Common Brick

Architectural Styles

STYLE
Federation Bungalow
Federation Arts and Crafts

Historic Themes

GENERAL	SPECIFIC
DEMOGRAPHIC SETTLEMENT & MOBILITY	Settlements

Creation Date   30 May 1989   **Last Update**   08 Feb 2015   **Publish place record online (inHerit):**   Approved