

## **SC 6.3 Local heritage place planning scheme policy**

### **SC 6.3.1 Purpose**

The purpose of the Local heritage place planning scheme policy is to provide:

- (a) guidance in the application of the Strategic framework as it relates to local heritage matters; and
- (b) guidance in the application of the Heritage overlay code; and
- (c) guidance regarding the entry and removal of places to the Local Heritage Register; and
- (d) information requirements that may be requested by the Mount Isa City Council in the event of a proposed development on or adjoining a Local Heritage Place; and
- (e) other information that will assist in the conservation of the significance of Local Heritage Places.

### **SC 6.3.2 Entry and removal of a place from the Local Heritage Register**

#### **SC 6.3.2.1 Nominating a place to the Local Heritage Register**

Council maintains a Local Heritage Register, which provides background and detail about the places identified as Local Heritage Places on the **Heritage Overlay Maps 1 to 4 (OM-H-01 to OM-H-04)**. Any person or body, including the Mount Isa City Council, can nominate a place for entry to the Local Heritage Register. The nomination of a place for entry to the Local Heritage Register must include the following information:

- (a) The name of the place (and other names if known); and
- (b) The specific location of the place; and
- (c) A description of the place; and
- (d) A brief history of the place; and
- (e) A Statement of Significance for the place; and
- (f) An estimation of the integrity and condition of the place; and
- (g) The date on which the place was inspected for the purposes of compiling the nomination; and
- (h) Recent photos of the place; and
- (i) References of works used to compile the history and/or description of the place.

Existing place cards for places entered on the Local Heritage Register should be consulted for guidance regarding the format of information required to nominate a place to the Local Heritage Register.

#### **SC 6.3.2.2 Entering a place on the Local Heritage Register**

To enter a place on the Local Heritage Register, a nominated place must meet one or more of the following criteria:

- (a) The place is important in demonstrating the evolution or pattern of the region's history.
- (b) The place demonstrates rare, uncommon or endangered aspects of the region's cultural heritage.
- (c) The place has potential to yield information that will contribute to an understanding of the region's history.
- (d) The place is important in demonstrating the principal characteristics of a particular class of cultural places important to the region.
- (e) The place is important to the region because of its aesthetic significance.
- (f) The place is important in demonstrating a high degree of creative or technical achievement at a particular period for the region.
- (g) The place has a strong or special association with a particular community or cultural group for social, cultural or spiritual reasons important to the region.
- (h) The place has a special association with the life or work of a particular person, group or organisation of importance in the region's history.

A place need only meet one criterion for entry to the Local Heritage Register. The criteria must be supported by statements that demonstrate the significance of the place. These statements for a place are collectively referred to as the Statement of Significance.

A place will not be excluded from entry on the Local Heritage Register if there are similar places already entered on the register. There is no particular threshold for the entry or exclusion of a place on the Local Heritage Register on the basis of integrity and condition as the relevance of these assessments to the significance of a place is not consistent.

In determining whether a place should or should not be entered on the Local Heritage Register, the Mount Isa City Council may seek additional information or assistance from:

- (a) The owner of the place, if the owner did not make the nomination; and
- (b) Any person or body with a special knowledge of, or interest in, the place; and
- (c) Any person or body with a special knowledge or interest in the region's cultural heritage.

The entry of a place to the Local Heritage Register must be undertaken in accordance with the process stipulated in the *Queensland Heritage Act 1992*. Mount Isa City Council must provide the opportunity for submissions to be made regarding the proposed entry of the place onto the Local Heritage Register. Submissions should be made on the basis that the place is, or is not, a place of local heritage significance based on the Statement of Significance for the place.

If a new entry is made to the Local Heritage Register, **Heritage Overlay Maps 1 to 4 (OM-H-01 to OM-H-04)** in Schedule 2 of the Planning Scheme will be amended, however there may be delay between changes to the Register and changes to the overlay maps, which will occur as part of the regular review of the Planning Scheme. The Local Heritage Register will take precedence over the Planning Scheme, where there is a lag between when the Register is updated and when the Planning Scheme is updated

#### **SC 6.3.2.3 Removing a place from the Local Heritage Register**

For the removal of a place from the Local Heritage Register, the applicant must identify the name and location of the Place and provide information that clearly demonstrates the place is no longer of cultural heritage significance. To achieve this, the applicant must address the Statement of Significance for the Place. The process to remove a Place from the Local Heritage Register must be undertaken in accordance with the *Queensland Heritage Act 1992*. Mount Isa City Council must provide the opportunity for submissions to be made regarding the proposed entry of the Place to the Local Heritage Register. Submissions should be made on the basis that the Place is, or is not, a place of local heritage significance based on the Statement of Significance for the Place.

#### **SC 6.3.2.4 Changes to the information about a place**

The *Queensland Heritage Act 1992* provides specific instructions about changing information for a Local Heritage Place. The following changes require the written consent of the owner or owners of a Local Heritage Place:

- (a) Changes to the Statement of Significance for the Local Heritage Place; and
- (b) Changes to the boundary or curtilage of the Local Heritage Place.

Changes to other information, including the history, description, images, historical themes and other data do not require notification or the permission of the owner or owners of the Local Heritage Place.

#### **SC 6.3.3 Information requirements**

The Mount Isa City Council may require further information in the process of determining a Development Application on or adjoining a Local Heritage Place. This information should be in the form of a report and will be one or more of the following:

- (a) Statement of Impact;
- (b) Heritage Management Plan; or
- (c) Archaeological Management Plan.

The following information is provided as a general guide to the structure and content the Mount Isa City Council will expect for each of these reports.

### **SC 6.3.3.1 Statement of impact**

It is a mandatory requirement of IDAS Form 4 – Local Heritage Place that the applicant provide a Statement of Impact “on the cultural heritage significance of the registered place”. The statement “must describe the relative values of the physical attributes of the place which contribute to the cultural heritage significance and how these are conserved or impacted upon as part of the development”.

In some cases, the Mount Isa City Council may require the applicant to provide a Statement of Impact prepared by a suitably qualified professional (see SC6.6 below). The guideline for the contents of the Statement of Impact are:

- (a) Preparation of the Statement is made with reference to the ICOMOS Charter of Places of Cultural Significance (*Burra Charter*); and
- (b) The Statement verifies the proposed development is in accordance with the Burra Charter;
- (c) The Statement includes a section that describes the history of the Place and a description of the place (including any relevant components, contents, spaces and views that contribute to the significance of the place noted in the Place Card); and
- (d) The Statement includes a review of the Statement of Significance of the Place; and
- (e) The Statement includes reference to an existing Conservation Management Plan or Archaeological Management Plan and the management policies included in either plan (if available); and
- (f) The Statement includes an outline of the proposed development (in addition to the written statement of works required by IDAS Form 4, as this must remain separate for the purposes of making the application); and
- (g) The Statement identifies the impact of the proposed development on the cultural heritage significance of the Local Heritage Place. The assessment should discuss how the proposed development conserves, or minimises the impact on, the significance of the Place and, if relevant, reflects the management policies contained in the Conservation Management Plan or Archaeological Management Plan; and
- (h) If it is determined that the proposed development will impact the significance of the Place, information must be provided to demonstrate why the change is required, what options were considered and what measures are provided to reduce the detrimental impact that may result from the change; and
- (i) The Statement should list any references used in the production of the statement and any relevant technical information or correspondence from government departments.

### **SC 6.3.3.2 Heritage conservation management plan**

A Heritage Management Plan is required in the case of removal or demolition of a part of whole of a Local Heritage Place. The guidelines for the preparation and content of a Heritage Management Plan are:

- (a) The Heritage Management Plan must be prepared by a suitably qualified professional; and
- (b) The Plan should include a description of the extent of the heritage boundary (curtilage) and the specific heritage features within the boundary; and
- (c) The Plan should include an outline of the requirements for the management of any approved works within sensitive areas, including:
  - (i) Mount Isa City Council conditions of approval for the work, including the requirement for an Archival Recording of the Local Heritage Place; and
  - (ii) Work Method Statements for work requiring particular care and attention to appropriate conservation methods; and
  - (iii) Training of contractors, including ‘tool box talks’.
- (d) The Plan should include an assessment of the risk inherent in particular activities to the significance of the place and appropriate mitigation and/or monitoring responses; and
- (e) The Plan should include a procedure for the incidental discovery of items of potential cultural heritage significance, including archaeological artefacts.

### SC 6.3.3.3 Archaeological Management Plan

Where a Local Heritage Place has been identified as an archaeological place or as having the potential for archaeological material, and ground disturbing activity is required as part of the proposed development, an Archaeological Management Plan will generally be necessary. The guidelines for the preparation and content of an Archaeological Management Plan are:

- (a) The Archaeological Management Plan is prepared by a suitably qualified professional; and
- (b) The Plan includes an outline of the methodology for evaluating the extent, nature and integrity of the *site* and its significance should ground breaking activities be unavoidable; and
- (c) The Plan defines appropriate management measures for the *site*, having regard to its potential significance, inclusive of the establishment of any ground disturbance exclusion zones and/or monitoring areas; and
- (d) The Plan specifies the process for dealing with new or unexpected finds of an archaeological nature resulting from ground disturbing activities, including advising Mount Isa City Council of any such discovery; and
- (e) The Plan provides an outline of the process for the curation and long-term ownership and management of any archaeological material collected as a result of development activities within the boundary of a Local Heritage Place that has been identified as an archaeological place or includes the potential for archaeological material.

### SC 6.3.4 Suitably qualified professionals

The following criteria represent a guide to the minimum qualifications required by Mount Isa City Council in circumstances where a 'suitably qualified professional' is required to provide technical information.

For the purposes of the drafting of a Statement of Impact or a Heritage Management Plan, a suitably qualified professional is considered to be a person who:

- (a) Holds a minimum of a bachelor degree in an area related to heritage conservation (e.g. archaeology, architecture, history, museum studies, engineer, planner); and
- (b) Has demonstrable competence in identification and assessment of heritage significance and development of management strategies and recommendations for the management of heritage places.

For the purposes of the drafting of an archaeological management plan, a suitably qualified professional is considered to be an Archaeologist who:

- (a) Holds a minimum of an honours degree or other postgraduate university qualification in archaeology; and
- (b) Has demonstrable competence in the survey, identification and recording of archaeological *sites*; archaeological *site* assessment and evaluation; and the development of management strategies and recommendations concerning the management of archaeological *sites*.

For the purposes of determining the structural condition of a Local Heritage Place or part of a Local Heritage Place, a suitably qualified professional is considered to be a structural engineer, preferably with heritage related experience.

For the purposes of assessing the ability for a place to be economically repaired or the anticipated cost and feasibility of adapting or repairing the place for specific uses, a suitably qualified professional is considered to be a quantity surveyor, builder, building designer or architect (or equivalent) that has demonstrable experience in the estimation of construction costs and project feasibility, preferably with heritage related experience.

### SC 6.3.5 Archaeological discoveries

Council must be informed of the discovery of an archaeological artefact and/or features during a ground disturbing activity that has the potential to reveal important information about the region's history. A suitably qualified professional archaeologist must assess the significance of the archaeological artefact and/or features and subsequently provide to Council for approval an

Archaeological Management Plan incorporating processes for the appropriate management of the discovery.

Under the *Queensland Heritage Act 1992*, a person must also report the discovery of an “archaeological artefact that is an important source of information about an aspect of Queensland’s history” to the Department of Environment and Heritage Protection.

### **SC 6.3.6 Interpretation**

Heritage interpretation in this Policy refers to the use of explanatory material to interpret the cultural heritage significance of a Local Heritage Place. Heritage interpretation is an integral part of the conservation and management of heritage places and it should enhance understanding of a place. In a local planning context, interpretation is often required as a condition of development approval, for example if new material is incorporated into a heritage place or existing material is removed or demolished. Interpretation encompasses a range of media, including events, signs, publications, audio, video, artworks, heritage trails and date stamping of new materials. The ideal interpretation strategy for a place will be contingent on its values, setting, location, use and the proposed development.