

The primary goal of the heritage advisory service is to support the conservation of heritage places, by assisting the local government and its community to effectively manage their heritage assets.

The heritage advisor works with the local government to develop and implement a heritage strategy for the effective management of heritage places. This provides a clear list of actions, as well as a benchmark against which the local government and their community can assess the benefits of the investment in this valued local service.

Typical duties of a heritage advisor can include:

- Work with the local government to develop a heritage strategy and report on its implementation.
- Review existing heritage management, education and promotional arrangements for the area and, through the heritage strategy, make recommendations for improvement.
- Actively support the implementation of the heritage strategy through:
  - training for local government officers and councillors
  - advice on interpretation programs, heritage area studies, review of heritage inventories and similar activities
  - integration of the heritage strategy with the local government strategic planning framework and business plan
  - assistance with community engagement relating to heritage and the conservation or successful adaptation of heritage places.
- Assist the local government in taking proactive steps to promote the awareness, appreciation and understanding of heritage. This may include a service offering free advice to property owners relating to the heritage values of their property, the conservation of these values and other practical advice as required.
- Advise planning officers on the assessment of development referrals relating to heritage places and arrange any necessary training in heritage impact assessments, State Planning Policy 3.5 - Historic Heritage Conservation, and other relevant areas.
- Provide information and advice on the availability of funding for heritage-based projects. Subject to local government approval, this may include assistance with the completion of funding applications.
- Provide advice on the care and maintenance of heritage assets in public ownership.
- Provide guidance on conducting a heritage survey, condition report, conservation study or heritage assessment, including the preparation of a brief or scoping document. This may include the completion of a conservation management strategy consistent with the guidelines issued by Heritage Council.

- In relation to the review of a local government inventory, provide guidance and assistance through one or more of the following functions:
  - offering workshops, training or other activities to further the understanding and acceptance of the review as part of the strategic planning process of the local government
  - assist officers in developing a project plan for the review, identifying how it will be managed, who will participate, how public participation will take place and similar relevant requirements
  - preparation of a consultants brief for commissioning quotes or competitive tenders
  - where the project is being managed in-house and using local government or community resources, provide professional advice to identify the level of cultural heritage significance that should be assigned to each place
  - review the draft document and provide feedback to the project manager.

### Managing a heritage advisory service

The heritage advisor is contracted by the local government and their advice and actions should consistent with the Burra Charter or accepted best practice in heritage conservation. The role of the heritage advisor should be independent, with advice based upon heritage outcomes and free of political or commercial bias.

Local governments should make efforts to ensure that heritage advisory services are available to owners and community groups where practical. In the event of conflict on heritage matters, the advisor may be an effective mediator and will generally avoid taking a public stance on any side of a contentious debate. It may be of benefit to allow the heritage advisor to speak publicly in support of heritage conservation.

The heritage advisory service is not intended for project work that requires input from a range of professions, such as the development of a conservation management plan or the completion of a local government inventory review. The advisor can assist in development of project outlines or, where they are being undertaken using existing local government resources, provide guidance (as detailed above). In general, however, it is expected that such projects will be contracted out through competitive tender.

### Where can I get more information?

For general advice and assistance on heritage advisory services please contact the Local Government Services branch at the State Heritage Office:

T: (08) 6552 4000

FREECALL (regional): 1800 524 000

E: [lgs@stateheritage.wa.gov.au](mailto:lgs@stateheritage.wa.gov.au)

W: [stateheritage.wa.gov.au](http://stateheritage.wa.gov.au)

For information on the WALGA heritage advisory services panel please contact Nikki Brennan:

T: (08) 9213 2517

E: [nbrennan@walga.asn.au](mailto:nbrennan@walga.asn.au)