

## MIKE BALFE HERITAGE MAINTENANCE GRANTS LV130

	<p><b>MIKE BALFE HERITAGE MAINTENANCE GRANTS POLICY LV130</b></p>
<p><b>Key Focus Area:</b> LIVEABILITY</p>	<p><b>Responsibility:</b> EXECUTIVE MANAGER PLANNING &amp; DEVELOPMENT <b>Relevant Council Delegation:</b> DA22 – Determination of Planning Related Matters</p>

### Purpose

To support owners of dwellings on the Town of Claremont’s Heritage List to maintain their heritage listed properties such that significant heritage fabric is conserved.

### Policy

Matched funding between \$1,000 and \$5,000 is available for maintenance works associated with the conservation of significant heritage fabric of dwellings listed on the Town of Claremont’s Heritage List.

### Funding

Funding will be accessible on an ongoing, first come first use basis from 1 July each year until the Heritage Maintenance Grant budget allocation for that financial year is exhausted.

The recipient must, as a minimum, match the grant dollar for dollar. In-kind support will not be considered.

Grant funding is to be capped in perpetuity to a maximum of \$10,000 for each place on the Heritage List.

### Amount of Grant

The amount available for Heritage Maintenance Grant purposes is to be determined by Council in the adoption of the annual budget.

Any amount not allocated in a financial year will be placed into reserved funds for expenditure in future years.

### Eligibility

Applications will be considered eligible if:

- the property is a privately owned, rateable dwelling on the Town’s Heritage List
- the applicant is the property owner (or legally acting on behalf of the owner).

Applications will be considered ineligible if:

- the works are required due to a repair or works order issued by the Town of Claremont
- the works are required under a conservation order issued by the Minister under the *Heritage of Western Australia Act 1990*
- the application is for retrospective funding of a commenced or completed project
- the property owner or applicant has an outstanding debt to Council
- the works are for a place that has been the recipient of a planning concession or other concession by the Council
- the works are for a place that has received two heritage maintenance grants in the past five year period.

### **Eligible Works**

In addition to the Eligible Application requirements above, the following works may be considered eligible for the Heritage Grant where they contribute to the conservation of the heritage significance of a place:

- works to external fabric (including roof structures and foundations)
- repairs to foundations, footings and supporting structures of a building
- repairing or replacing deteriorated structural elements and major heritage features such as walls, columns, beams, floors, roofs and roof features and structures (e.g. chimneys) and verandah or balcony structures
- painting - where it will assist with the conservation of fabric – e.g. where paint has deteriorated (funding will not be provided to merely change colour)
- reinstatement of missing or damaged heritage fabric where it will assist with preventing ingress of water – e.g. replacing broken window panes, tiles, roof plumbing
- works to assist in preventing damage due to dampness
- works to stabilise subsoil moisture content to reduce cracking of masonry foundations or walls
- cleaning of any fabric where removal of accretions or coatings will assist in the conservation of heritage fabric – e.g. removal of a non-porous coating on limestone.

### **Works not Eligible**

In addition to the Ineligible Application requirements above, the following works are not considered eligible for the Heritage Grant:

- works to interiors
- new additions or extensions
- general minor repairs - e.g. replacement of functional door and window furniture
- painting where it is not required for conservation purposes
- cleaning of gutters
- cleaning of any kind, other than that proven to improve conservation outcomes
- general garden maintenance and landscaping.

### **Assessment Criteria**

Applications for will be assessed against the following **essential** criteria:

- compliance with the objectives of Council Policy LV124 and Local Planning Policy 2/2015 - Retention of Heritage Places, Heritage Areas and Heritage Precincts
- compliance with the purpose of the Heritage Maintenance Grant Policy
- compliance with a Conservation Management Plan (where applicable)
- project design and achievability, budget rigour and value-for-money
- demonstrated need for assistance
- significance of the place
- demonstrated need for work
- other funding received or sought
- overall benefit to the place or streetscape.

Applications will also be assessed against the following **desirable** criteria:

- the heritage place is in a street, heritage area or heritage precinct that is identified by the Town's heritage officer or the Council as requiring revitalisation or enhancement
- the project facilitates the activation of a heritage place.

### **Application Process**

Applications that meet the assessment criteria are not guaranteed a grant. Applications will be determined by Council and applicants will be advised in writing of the decision.

Applications and supporting documents will be assessed on their merit against the assessment criteria.

Where there is competition for funds, applications will be rated and ranked in relation to other applications being considered in the same round.

The Council may prioritise or place greater weight on any of the assessment criteria.

### **Development Approval**

The applicant must obtain all necessary Development Approvals and Building Permits from the Town of Claremont before applying for funding, or as a condition of receiving the Grant.

### **Payment Terms**

Grant money will be provided as reimbursement for spending following approval of a Heritage Maintenance Grant application by the Town of Claremont (not in advance).

In order to receive the Grant, all successful applicants must sign a Letter of Agreement that clearly details the approved expenditure items that are covered by the Grant and agree to the following conditions:

- all Grant funding must be spent within the six months following the date of the Grant approval
- provide proof that the Grant money was spent on approved items
- provide proof through invoices and receipts that the Grant money was spent after the Grant application was approved (not before)
- provide photographs of the project undertaken using Grant funding, along with a short testimonial that may be used for promotional purposes for the Town.

## Reimbursement Process

To claim reimbursement of approved spending applicants must:

- complete and submit a claim form (to be provided),
- attach to the claim form proof of purchase documents for approved items (invoices and receipts)
- provide photographs of completed project and a short testimonial on the grants program.

## Definitions

Fabric - all the physical material of the place including elements, fixtures, contents and objects.

Heritage Place - a building, structure, site, area of land or other physical element valued for its heritage significance, together with associated contents and surrounds.

Cultural Heritage Significance - the relative heritage value of a place in terms of its aesthetic, historic, scientific or social significance for the present community and future generations.

Significant Heritage Fabric - the fabric of a place that is valued for the contribution it makes to the overall cultural heritage significance of the place.

Conservation - the management of a place in a manner that will enable its cultural heritage significance to be retained, and yield the greatest sustainable benefit for the present community, without diminishing the heritage significance of that place. It includes the preservation, stabilisation, protection, restoration, reconstruction, adaptation, and maintenance of a place.

Maintenance - the continuous protective care of a place. For the purposes of this policy this will also include repair works where they contribute to the conservation of the heritage significance of a place.

Conservation Management Plan - the principal guiding document for the conservation and management of a heritage place.

## Other Relevant Policies and Documents

Council Policy LV124 and Local Planning Policy 2/2015 - Retention of Heritage Places, Heritage Areas and Heritage Precincts

## Policy Adoption and Amendment History

Reviewed/Modified	Minutes Reference	Date	Meeting Type
Adopted	49/16	05/04/16	Ordinary Council Meeting
Modified	206/16	13/12/2016	Ordinary Council Meeting