

Local Heritage Grants

1. Purpose

This policy details the financial incentives available to owners of Local Heritage Places to encourage the protection and conservation of the built and natural heritage which forms an important part of the fabric of the City of Holdfast Bay.

2. Scope

This Policy applies only to properties listed as Local Heritage Places in the City of Holdfast Bay Development Plan or in the Planning and Design Code but does not apply to government owned assets (Local, State and Commonwealth).

3. Roles and Responsibilities

Council Members	Ensure the policy and procedures are adhered to when endorsing Local Heritage Grants.
Chief Executive Officer	Delegate to appropriate staff to ensure compliance to this policy.
Manager Development Services	Ensure the policy and associated documents are adhered to in the assessment of the Local Heritage Grant applications.
Development Administration Lead	Implement the policy and ensure the policy, procedure and associated documents are adhered to in the assessment of all City of Holdfast Bay Local Heritage Grant applications.

4. Policy Statement

The City of Holdfast Bay (Council) has adopted the formal listing of Local Heritage Places. Council recognises the importance of ensuring that these places are kept and maintained into the future. As such, Council offers grants as an incentive to assist owners of Local Heritage Places to maintain and conserve their properties.

Local Heritage Grants Scheme

- 4.1. Council recognises that Local Heritage Places form an important part of the City of Holdfast Bay's built and natural environment and offers financial incentives by way of grants to help preserve and maintain such heritage places.
- 4.2. A Local Heritage Grants Scheme has been established to only assist owners of Local Heritage Places (excluding government assets) with conservation work. Subject to formal application in the form provided by Council, a Local Heritage Grant is available to contribute to the cost of actual conservation work, subject to the criteria listed in Principle 4.3.

Criteria for grant funding

4.3. The criteria for grant funding is as follows:

- Funding will only be considered for actual conservation work to building exterior (it is not available for interior work)
- Funding will not be considered for work already commenced
- Value of conservation work must exceed \$1,000
- The maximum amount of any Local Heritage Grants Scheme grant is 50% of the total cost of the work or \$4,000 (whichever is the lesser amount)
- The total budget amount will be specified in the Annual Business Plan relating to that year
- No work can commence until Council advises that the documentation is satisfactory
- External features such as fencing or paving generally will not be eligible for a grant, except where there is conservation work involved
- Electrical or plumbing work, unless it relates directly to improving the building's structural soundness or public appearance, is ineligible
- Clear evidence is provided that shows the work proposed is restoration or reinstatement of original feature(s).

Priorities for eligible funding

4.4. Priorities for eligible funding include:

- Funding is only available for items listed as Local Heritage Places in the Holdfast Bay Development Plan or in the Planning and Design Code, with the exception of Council and Government owned buildings
- State Heritage Places and Contributory Items are not eligible for funding
- Applicants are eligible for one grant in any financial year. Additional applications for the same project or by the same applicant in the same financial year will not be considered.

Grant Payments

4.5. Grant payments are made subject to the following:

- Only made as a reimbursement of building owner(s) expenditure after full documentation including receipts is provided
- Council may inspect the completed works components before making payment.

5. Definitions

Key term or acronym	Definition
Local Heritage Place	Means a place that is designated as a place of local heritage value by a Development Plan (as described within the Development Act 1993 or in the <i>Planning, Development and Infrastructure Act 2016</i>).

6. Administration Use Only

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Strategic Risk:	Lack of strategic alignment

Responsible Officer(s):	Manager Development Services Development Administration Lead
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Applicable Legislation:	<i>Development Act 1993</i> <i>Local Government Act 1999</i> <i>Planning, Development and Infrastructure Act 2016</i>
Related Policies:	
Other Reference Documents:	City of Holdfast Bay Local Heritage Grants Scheme Application Form Holdfast Bay (City) Development Plan Planning and Design Code