



**Bayside Council**

Serving Our Community

# **Local Heritage Grant Policy**

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Local Heritage Grant Policy

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# 1 Background

## 1.1 Background

Bayside has a unique history and character, some of which is reflected in its heritage listed properties and conservation areas. Council recognises the importance of preserving the historic fabric of Bayside for the benefit of the community, but also that heritage buildings can require a greater level of maintenance in order to be conserved.

## 1.2 Definitions

The definitions of certain terms are:

### ***Contributory building***

means a building that makes a significant contribution to the identified character of a *Heritage Conservation Area* due to being from a/the period of key significance, and having a reasonable to high degree of intactness and integrity or are capable of being returned to such a state by the reversal or alterations or restoration.

### ***Heritage Conservation Area***

means an area of land of heritage significance—

- (a) shown on the Heritage Map in [Bayside Local Environmental Plan 2021](#) as a heritage conservation area, and
- (b) the location and nature of which is described in [Schedule 5 of Bayside Local Environmental Plan 2021](#),

and includes any heritage items situated on or within that area.

### ***Heritage Item***

means a building the location and nature of which is described in [Schedule 5 of Bayside Local Environmental Plan 2021](#).

## 1.3 Policy statement

The Local Heritage Grant Program is intended to provide the owners and occupants of heritage buildings with financial assistance to support them in conserving and restoring buildings for current and future generations to understand and appreciate. The Local Heritage Grant Policy is established to govern the process of providing financial assistance.

## 1.4 Scope of policy

This Policy applies to all buildings that are *Heritage Items* and buildings that are *contributory buildings* in a *Heritage Conservation Area*, as defined in this policy.

# 2 Local Heritage Grant Program

## 2.1 Financial assistance

The Program offers financial assistance for eligible buildings of up to \$3000 on the basis that the applicant has contributed at least the same amount applied for to undertake the work.

Council will determine the total pool of funds available for the Program when adopting its budget each year, and may also vary the maximum amount that can be applied for.

## **2.2 Eligibility Criteria**

- The application must relate to building within the scope of this policy (see 1.4).
- Applications may be made by the owner of the building or other parties with the consent of the owner.
- Buildings owned by Bayside Council or any other Government body are not eligible.
- An Application must be made in the form and with the information required by Council.
- The work must have been completed in the 12 months prior to lodgement of the application.
- Work carried out without approval when some form of approval was required is not eligible.
- Only one grant application may be made per year for a particular property.

## **2.3 Eligible types of work**

Council may fund the following types of work in relation to the conservation and restoration eligible buildings:

- Minor external works such as:
  - Tuck-pointing/repointing of brickwork;
  - External painting in traditional heritage colour schemes;
  - Reconstruction of original elements such as roof and timber trimmings, windows, verandahs, front fences, etc;
  - Restoration/repair of original windows and other elements; and
  - Repair of tessellated floor tiles (where visually prominent).

Grant applications will not be considered for:

- The purchase of heritage items or buildings in a Heritage Conservation Area;
- Additions, extensions, alterations or renovations;
- Routine maintenance such as gardening, gutter cleaning, pest control, etc.
- Works carried out more than 12 months prior to the application date; and
- Any works that would adversely impact the significance of a Heritage Item or Heritage Conservation Area.

## **2.4 Assessment Criteria**

Applications that do not meet the eligibility requirements in 2.2 and 2.3 will not be considered. In assessing eligible applications, preference will be given to projects that best satisfy the considerations below.

- Sympathetic repairs to historic fabric;
- Reinstatement of previously lost original architectural features such as windows, timber moulding, verandahs, front fences, and stained glass;
- Work that is visible to the public and enhances the community's opportunity to appreciate heritage;
- Work to buildings or places accessible to the public;
- The financial capacity of the owner to undertake the work independently;
- Work carried out in accordance with good conservation practice, preferably by contractors experienced in conservation work, using period appropriate materials and techniques;
- The relative urgency or necessity of the project in conserving Bayside's heritage;
- The extent of positive contribution to the heritage significance of the building or area.

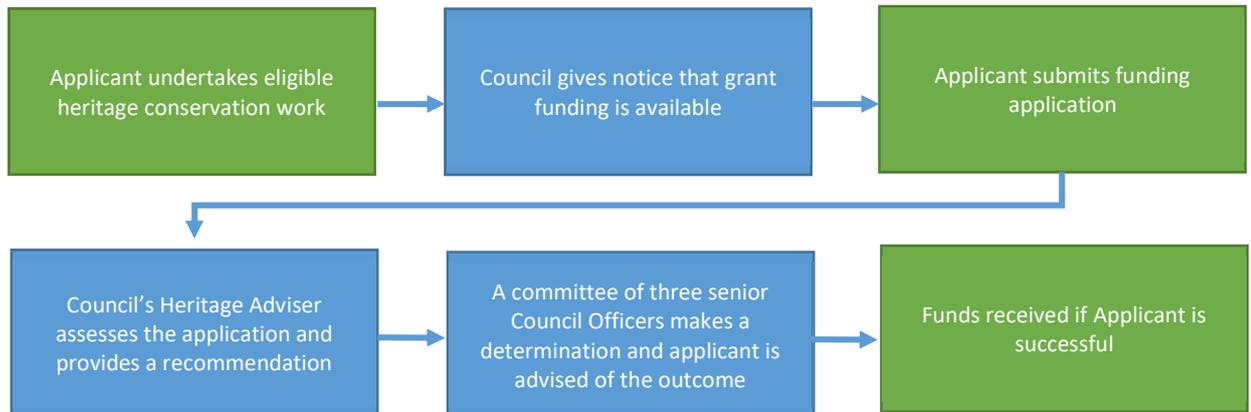
## **3 Grant Process**

### **3.1 Applicant Requirements**

Application must include the following:

- a) Letter of approval or a heritage exemption;
- b) Justification for funding with reference to the Assessment Criteria (approximately 300 words);
- c) Plans, or sketches to indicate the extent of works if applicable;
- d) Before and after photographs;
- e) Tax invoices and receipts for the work;
- f) Demonstration that the works represent good conservation practice;
- g) If relevant, a conservation management plan.

## 3.2 Application Process



## 4 Policy implementation

### 4.1 Policy responsibilities

The Council has responsibility for determining the pool of funds available under the Program each financial year. The Manager, Strategic Planning has responsibility for the administration of the Program within the terms of this Policy.

### 4.2 Procedures

Procedures that support this policy may be approved by the General Manager from time to time.

## 5 Document control

### 5.1 Review

This policy is reviewed at least every four years and when relevant legislation changes. The Director City Futures may approve non-significant and/or minor editorial amendments that do not change the policy substance.

### 5.2 Related documents

- Bayside Local Environmental Plan 2021
- Rockdale Development Control Plan 2011
- Botany Development Control Plan 2013

### 5.3 Version history

Include the details of the original adoption / approval and subsequent changes. Version 1.0 is the initial adopted/approved version.

| Version | Release Date | Author     | Reason for Change |
|---------|--------------|------------|-------------------|
| 1.0     |              | Anna Mohen | New document      |
|         |              |            |                   |