

# Local Heritage Fund Application



| If you need help lodging your form, contact us |  |
|--|--|
| Email  | council@northernbeaches.nsw.gov.au   |
| Phone  | 1300 434 434   |
| Customer Service Centres                       | Manly<br>Town Hall, 1 Belgrave Street<br>Manly NSW 2095<br><br>Dee Why<br>Civic Centre, 725 Pittwater Road<br>Dee Why NSW 2099<br><br>Mona Vale<br>1 Park Street<br>Mona Vale NSW 2103 |

| Office use only |                            |
|-----------------|----------------------------|
| Form ID         | 2031                       |
| TRIM Ref.       | C001864                    |
| Last updated    | Feb 2024                   |
| Business unit   | Strategic & Place Planning |

| Privacy Protection Notice |   |
|---------------------------|---|
| Purpose of collection     | For Council to provide services to the community  |
| Intended recipients       | Northern Beaches Council staff  |
| Supply                    | If you choose not to supply your personal information, it may result in Council being unable to provide the services you seek |
| Access/Correction         | Please contact Customer Service on 1300 434 434 to access or correct your personal information                                |

## Part 1: Applicant Details

|   |  |           |  |
|---|--|-----------|--|
| First Name                              |  |           |  |
| Last Name/Company Name                  |  |           |  |
| Capacity<br>Owner/Architect/Coordinator |  |           |  |
| Address                                 |  |           |  |
| Suburb                                  |  | Postcode  |  |
| Phone                                   |  | Alternate |  |
| Email                                   |  |           |  |

## Part 2: Property Details

|   |                            |                     |  |
|---|----------------------------|---------------------|--|
| Address   |                            |                     |  |
| Suburb  |                            | Postcode            |  |
| Lot + DP/SP Number  |                            |                     |  |
| The property is listed in Schedule 5 of the Manly, Pittwater, or Warringah Local Environmental Plan as a (tick relevant category) |                            |                     |  |
| Heritage Item   | Heritage Conservation Area | Archaeological Site |  |

### Part 3: Details of Completed Works

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### Part 4: Cost of Works

|  |    |
|--|----|
| Total Cost of Works  | \$ |
| Amount Sought  | \$ |
| Note: Generally, grants will be between \$200-\$3,000 per property, not exceeding 50% of the total project cost. |    |

### Part 5: Supporting Information

|  |   |  |
|--|---|--|
| Please supply the following (and tick) |   |  |
| Approval for works                     | Evidence of Costs (invoices and receipts) | Plans/sketches or photographs before and after the works |

### Part 6: Owner Details and Consent

|   |  |           |  |
|---|--|-----------|--|
| The consent of all owners is required for this application. In the case of land owned by a company, corporation or body corporate, a letter granting consent to this application is to be provided.   |  |           |  |
| First Name/s  |  |           |  |
| Last Name/s or Company Name   |  |           |  |
| Address   |  |           |  |
| Suburb  |  | Postcode  |  |
| Phone   |  | Alternate |  |
| Email   |  |           |  |
| I/we assert that I/we am/are the legal owner/s of the land to which this application relates, and hereby give consent to the lodgement of this application.<br>I/we also give consent to Council to use before and after photographs of the heritage item for the promotion of the Local Heritage Fund. |  |           |  |
| Signature   |  | Date      |  |
| Signature   |  | Date      |  |

# Local Heritage Fund Guidelines

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| <b>Purpose</b>   |
| The purpose of the Local Heritage Fund is to encourage maintenance and conservation of privately owned heritage properties within the Northern Beaches Local Government Area.  |
| <b>Eligible Projects</b>   |
| Funding is typically provided to assist the carrying out of minor works to heritage properties, but can also be provided for larger scale projects.<br>The works must be for the maintenance, repair, or restoration of a building or other item of heritage significance listed in Schedule 5 of the Manly, Pittwater or Warringah Local Environmental Plans.<br>The types of projects which may be eligible for funding include: <ul style="list-style-type: none"><li>• Repairing structural components (e.g. underpinning walls and repointing brickwork)</li><li>• Repainting external walls of buildings</li><li>• Repairing or reinstating walls, windows, verandahs, external balustrades, roof cladding, roof plumbing, and decorative elements of buildings</li><li>• Repairing historic fences, walls, drainage and bridge structures.</li></ul> New additions to older buildings are not eligible for funding. Funds are generally not available for internal alterations or internal fittings such as new kitchens and bathrooms. |
| <b>Available Funds</b>   |
| Council reviews and allocates a budget for the Local Heritage Fund each financial year, along with any funding support received from Heritage NSW.<br>Generally, the fund will provide grants of between \$200-\$3,000 per property, not exceeding 50% of the total cost of the project. Greater funding may be made available depending on the circumstances and the number of applications received.<br><b>Works must be approved and completed before applying for a grant and evidence that the work has been completed and the costs incurred will need to be submitted with the application. Applications are called for annually and must be submitted to Council by 20 March each year.</b>  |
| <b>Assessment Process</b>  |
| Heritage Staff will review the applications and determine, at its discretion, which projects will be offered a grant and the amount of each grant, within the limitations outlined above.<br>For example, if \$1,000 is spent by the owner, the Council may grant any amount between \$200-\$500. If \$10,000 is spent by the owner, the Council may grant any amount between \$200-\$3,000.<br>Priority will be given to works which involve repair of buildings or other items whose heritage values which are at risk from deterioration or damage, and to works that contribute to the presentation of heritage values to the general public. Internal works are therefore generally ineligible.   |
| <b>Assessment Criteria</b>   |
| To be eligible for a grant the works must: <ul style="list-style-type: none"><li>• have approval (Heritage exemption or development application consent);</li><li>• be completed and paid for;</li><li>• have been completed within the last five (5) years and</li><li>• the property must not have received a local heritage grant within the last two (2) years.</li></ul>  |
| <b>Making an Application</b>   |
| Applicants need to complete the application form and submit it along with: <ul style="list-style-type: none"><li>• Evidence of approval (Heritage exemption letter or development application consent);</li><li>• Evidence that the work has been carried out ('before' and 'after' photos); and</li><li>• Evidence of the total cost of the works (supported by invoices and receipts)</li></ul> Once all applications have been reviewed and determined, applicants will be notified of the outcome. If an application is successful, arrangements will be made for payment of the grant.  |
| <b>Other Requirements</b>  |
| Depending on the nature and scale of proposed works to a heritage property, development consent (DA) or written exemption from consent (for minor works or maintenance), may be required.<br>Property owners are encouraged to contact Council to discuss their project prior to commencing works.<br>If you wish to discuss your project or grant application, please direct your enquiry to the Heritage Planner on 1300 434 434.  |