



Cessnock City Council Local Heritage Fund Guidelines

Guidelines Owner:	Manager Strategic Land Use Planning
Relevant Legislation:	<ul style="list-style-type: none"> - <i>Environmental Planning and Assessment Act 1979</i> - <i>Heritage Act 1977</i> - <i>Local Government Act 1993</i> - <i>Cessnock Local Environmental Plan 2011</i>
Related Policy:	<i>Cessnock City Council Heritage Policy 2016</i>
Guidelines Adoption/Amended Date:	Endorsed by the Cessnock City Council Heritage Committee on 3 March 2016
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1. Objective:

When funding is allocated in Council's budget and/or grant funding is received from the NSW Office of Environment and Heritage, Council will facilitate a Local Heritage Fund. The objectives of the Cessnock City Council Local Heritage Fund is to:

- Facilitate the conservation and maintenance of heritage items and items in heritage conservation areas
- Provide financial support to owners of heritage items and items in heritage conservation areas
- Provide financial assistance to owners of heritage items and items in heritage conservation areas for Building Code Australia upgrades (fire, service and access) for ongoing and new uses.

These Guidelines outline the framework and procedures Council will follow in administering funding under the Cessnock City Council Local Heritage Fund. These guidelines apply to Council, the Heritage Committee, Council staff and the community.

2. Definitions

Council: means Cessnock City Council

Heritage Committee: means Councils nominated committee, consisting of Councillors and community representatives.

Heritage item: has the same meaning as in the Cessnock Local Environmental Plan 2011.

Note: The term is defined as follows:

Heritage item means a building, work, place, relic, tree, object or archaeological site the location and nature of which is described in Schedule 5.

Heritage conservation area: has the same meaning as in the Cessnock Local Environmental Plan 2011.

Note: The term is defined as follows:

Heritage conservation area means an area of land of heritage significance:

- (a) shown on the Heritage Map as a heritage conservation area, and
- (b) the location and nature of which is described in Schedule 5,

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

3. Who can apply for grants from the Cessnock City Council Local Heritage Fund?

Owners and managers of heritage items or items located in heritage conservation areas listed in the Cessnock Local Environmental Plan 2011 are eligible to apply.

You cannot apply for funding if you are a State Government agency but may be involved as a project partner.

4. Projects that can be funded from the Cessnock City Council Local Heritage Fund?

Projects to be funded through the Cessnock City Council Local Heritage Fund must involve:

- a heritage item listed in the Cessnock Local Environmental Plan 2011, or
- a property included in a conservation area in the Cessnock Local Environmental Plan 2011, or
- be supported by the council's heritage advisor as being of heritage significance.

The types of projects which can be funded through the Cessnock City Council Local Heritage Fund include (but not limited to):

- Conservation works and maintenance works projects
- Adaptive re-use projects
- Urban design projects that support heritage
- Interpretive projects
- Conservation management plans

5. **Projects that cannot be funded from the Cessnock City Council Local Heritage Fund?**

The following projects are not funded through the program:

- New buildings or new addition to a heritage building (including new internal fittings such as new kitchens and bathrooms)
- New commemorative monuments or works
- Purchasing heritage buildings
- Purchasing equipment
- Purchase of a new building, site or movable item
- Routine maintenance (e.g. lawn mowing, gutter cleaning or carpet cleaning)
- The relocation of a heritage building or work on a relocated building
- Projects where adequate funding is available for the applicant from other sources
- Private headstones, unless there is no possibility of descendent support for the project
- Floodlighting of heritage buildings
- Moveable railway heritage items
- Where substantial assistance has been previously provided
- Where the applicant has yet to complete another assisted project
- Work on a government owned building still used for a government purpose.

Retrospective work will not be funded.

6. **What are the funding requirements for projects funded through the Cessnock City Council Local Heritage Fund?**

Funding is limited for each applicant to allow a greater number of applicants to benefit from the program. Applicants (other than seniors, pensioners, and self-funded retirees) are required to at least match any funding provided under this grants program. Funding from this program will be limited to \$2,000 per applicant. If applicants wish to apply for additional funding this will need to be justified and only offered in exceptional circumstances.

Seniors (over 65's) pensioners and self-funded retirees are not required to match funding provided to them under this program.

For Council owned projects, funding may still be approved. However, in these circumstances, project funding is offered on a one-dollar-for-\$3 basis.

Preference for funding is first provided to projects initiated by the public with second preference to Council projects.

7. Assessment criteria

The following criteria will be considered by Council when assessing and prioritising applications:

- Ability to complete the project by 14 March 2018
- Public benefit and enjoyment from the proposal
- Eligibility for the project to be funded through another funding source
- Urgent projects to avert the immediate risk of further damage to a heritage site
- The ability of the project to promote heritage conservation and encourage the conservation of other heritage items
- The visibility of the project to the public

8. Management of the fund

Council staff will manage the Cessnock City Council Local Heritage Fund. The Heritage Committee or Council's Selection Committee will assist in assessing applications and provide recommendations on projects to be funded.

Council staff will manage the projects to ensure appropriate heritage works are undertaken and the correct approvals for these works are in place.

Council staff are responsible for the annual OEH grant acquittal and reporting for the Local Heritage Fund if a grant has been obtained from this source.