

Policy and Guidelines (Trees and Gardens)

Heritage Restoration Fund 2022 – 2023

The closing date to apply for funding is Friday 14 October 2022

Introduction

Manningham Council is committed to assisting property owners to protect and manage their significant trees and gardens.

The **Heritage Restoration Fund (Trees and Gardens)** provides a monetary contribution to successful applicants towards the management and conservation of trees and gardens. It is open to individuals, community groups, businesses or organisations within the municipality.

A separate grant category under the Heritage Restoration Fund is provided for heritage buildings.

Funding

Conservation Works

Applications for conservation works must meet the eligibility criteria for assistance.

Applications for funding may also include funding for the preparation of an Arboricultural report for a significant tree or garden (detailing what works need to be undertaken). Subsidies for water tanks for the purpose of watering a significant tree and importing water for a tank for watering purposes (e.g. bore water from outside the municipality) may also be considered.

Funding approved for successful applications will be generally granted on a dollar-for-dollar basis to a maximum value of \$3,000.00.

However, if works are not undertaken funding will not be paid. If works are incomplete or the total cost of the completed works is less than the amount specified on the application form/quotations, Council may grant a lower amount than that originally allocated. Any funding paid to the applicant will be no more than 50% of the total cost of the completed works.

Eligibility Criteria

(a) Owners of Heritage Listed Properties

Owners of properties listed under the Heritage Overlay (where tree controls apply) and the Vegetation Protection Overlay (Schedule 5) of the Manningham Planning Scheme are eligible to apply for funds.

(b) Type of Work

Only approved 'Conservation Works' are to be undertaken. Conservation works are generally eligible for assistance provided:

- The proposal is supported by evidence that the works are intended to conserve or manage the trees or gardens:
 - an Arboricultural report has been prepared detailing what works are to be undertaken; and/or
 - the proposed works are in accordance with a Council strategy (i.e. the suggested works are detailed in a current Strategy such as the Heritage Garden and Significant Tree Study);
- The proposed works are considered appropriate.

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(c) Works not Eligible for Funding

The following works are not eligible for assistance from the Fund:

- The removal of trees (including dead and fallen trees).
- The purchase of new plants (unless they replace existing plants which form an important element of a garden e.g. replacement of dead hedge species which are a significant element).
- Applications seeking funds for retrospective works.

(d) Properties listed on State or National Heritage Registers

Properties on State or National Heritage registers may be considered for funding.

(e) Previous Assistance

Priority will be given to applicants who have not received funding in the previous round of funding (i.e. 2021/2022). However, each application will be assessed on its merits.

Assessment Criteria

Each application will be evaluated against the following criteria as appropriate:

- (i) The eligibility of the application to receive funding;
- (ii) The heritage or aesthetic significance of the vegetation;
- (iii) The type and urgency of the work required;
- (iv) Whether the proposed work accords with historic conservation principles of the Burra Charter;
- (v) The visibility/accessibility of the site and proposed works;
- (vi) The proposed estimated time of completion;
- (vii) The general financial standing of the applicant (i.e. whether the project would proceed without assistance, demonstrated hardship arising from the conservation work);
- (viii) The applicant or their agent's ability to demonstrate technical and financial responsibility with regard to the project;
- (ix) Whether the applicant is financially contributing to the project;
- (x) The availability of assistance from other sources;
- (xi) Whether there are any incomplete projects affecting the site from a previous Heritage Restoration Fund funding round;
- (xii) Whether the applicant has received assistance under previous funding rounds; and
- (xiii) Funding may be allocated to properties listed on State or National heritage registers if surplus heritage restoration funds are available.

Assessment Priorities

To assist in the evaluation of applications against the assessment criteria, priorities have been determined for the allocation of funds. Priorities for assistance will include:

- Projects able to be completed and funds claimed by **Friday 2 June 2023**;
- The tree(s) or garden is included in the Heritage Overlay (where tree controls apply) or the Vegetation Protection Overlay (Schedule 5) of the Manningham Planning Scheme;
- For eligible properties within the Heritage Overlay, priority will be given to those where specific trees that have been identified as being of significance and which are listed in the schedule to the Heritage Overlay;
- The applicant did not receive funding in the previous funding round i.e. 2021/2022;
- Priority will be given to privately owned properties over state owned properties. In considering applications relating to state owned properties further factors of consideration will include the extent of public access to state owned properties.

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Making an Application

The application process requires the following information:

- A completed Application Form.
- Copies of quotations as follows:
 - Works under \$3,000.00: One quote.
 - Works between \$3,000.00 and \$5,000.00 Two quotes.
 - Works over \$5,000.00: Three quotes.

Please note that a planning permit may be required prior to commencing any works approved under this Fund. If your application under the Fund is successful, you will be advised whether a planning permit application is required to be lodged with Council in your letter of approval.

Quotes are mandatory for all applications. Failure to provide quotations may result in your application being deemed ineligible or unsuccessful.

- Where an applicant accepts a higher quote for the proposed works (where multiple quotes are required) additional written justification must be provided to support the application;
- The people undertaking works;
- Photographs of the tree(s) or garden in its existing condition must be provided.

Completed application forms, together with plans and quotes for work as applicable must be submitted to csadmin@manningham.vic.gov.au

Council's operational budget provides \$35,000 towards the Heritage Restoration Fund (Buildings) and Heritage Restoration Fund (Trees and Gardens) in 2021/2022.

Funding Conditions

A **Funding Claim Form** must be completed by the applicant. Evidence of the completed works must be provided with the Funding Claim Form. If required, an inspection will be undertaken by a Council officer to ensure the satisfactory completion of the approved works to enable the approved funds to be awarded.

Approved funding must be claimed by Friday 2 June 2023. No extension of time will be granted.

Funding may be revoked at any time due to unsatisfactory work, failure to meet time schedules, non-disclosure or misleading or false disclosure of information or blatant misuse of funds by the recipient, and funds advanced repaid to the Council.

If works are not undertaken funding will not be paid to the applicant. If works are incomplete or the total cost of the completed works is less than the amount specified on the application form/quotation, Council may grant a lower amount than that originally allocated. Any funding paid to the applicant will be no more than 50% of the total cost of the completed works.

Should any residual funds be available, due to the total costs of approved works being less than initially estimated or due to defaults or delays in carrying out the works, the Director of City Planning and Community may consider the allocation of these unused funds as follows:

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1. Allocate funds for additional works to approved applications where the actual cost incurred exceeded the original costs;
2. Allocate funds for late applications where these have been approved by the Heritage Advisor.

All necessary works approvals will be the responsibility of the applicant to obtain. It is a condition of any funding that Council may use videos, photographs or details of the works in its heritage promotional material.

Completed claim forms must be submitted to csadmin@manningham.vic.gov.au

Further Information

Further information can be made by contacting Council's Integrated Planning Unit on:

Phone: 9840 9789
Email: csadmin@manningham.vic.gov.au

Please note that applications to the Heritage Restoration Fund will be assessed shortly after the closing date for applications. All applicants will be formally notified following the completion of the assessment.