

# Policy and Guidelines (Trees and Gardens)

## Heritage Restoration Fund 2021

**The closing date to apply for funding is Friday, 9 April 2021**

### 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 program 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 within this category will be granted on a dollar for dollar basis generally up to \$1000 in value.

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/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.

### Eligibility Criteria

#### (a) Ownership of Heritage Listed Properties

Generally, 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 that:

- 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 generally not Eligible for Funding

The following work is generally not eligible for assistance from the Fund:

- The removal of significant trees (including dead and fallen trees); and
- Purchase of new plants (unless it is to replace existing plants which form an important element of the garden e.g. replacement of dead hedge species which are a significant element).

### (d) Properties listed on State or National Registers

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

### (e) Previous Assistance

Generally, priority will be given to those applicants who have not received funding in the previous round of funding (i.e. 2019/2020). However, each application will be assessed on its merits.

### Assessment Criteria

Each application will be evaluated against the following criteria:

- (i) The heritage or aesthetic significance of the vegetation;
- (ii) The type and urgency of the work required;
- (iii) Whether the proposed work accords with historic conservation principles of the Burra Charter;
- (iv) The visibility/accessibility of the subject property and proposed works;
- (v) The proposed estimated time of completion;
- (vi) The general financial standing of the applicant (i.e. whether the project would proceed without assistance, demonstrated hardship arising from the conservation work);
- (vii) The applicant or their agent's ability to demonstrate technical and financial responsibility with regard to the project;
- (viii) Whether the applicant is financially contributing to the project;
- (ix) Whether the applicant has outstanding monies owing to Council;
- (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) Whether the proposal relates to a state owned place: funding may be allocated to properties owned by the state government if there are surplus heritage restoration funds available.

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## 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 12 November 2021**;
- The tree(s) or garden is included in the Heritage Overlay 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 have been identified as being of significance and which are listed in the schedule to the Heritage Overlay;
- Applications seeking funding for retrospective works will generally not be supported;
- The applicant did not receive funding in the previous funding round i.e. 2019/2020;
- 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.

## Making an Application

The application process is simple and requires the following information:

- A completed Application Form.
- Copies of quotations as follows:
  - Works under \$2000: One quote.
  - Works between \$2000 - \$4000: Two quotes.
  - Works above \$4000: Three quotes.

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](mailto: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.

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## Funding Conditions

A "**Funding Claim Form**" must be completed by the applicant and the work inspected by the Heritage Adviser, to allow the claim to be paid.

**Assistance must be claimed by Friday 12 November 2021. 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.

Please note that if works are not undertaken no funding will 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.

In the event that any residual funds are 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 may consider the allocation of unused funds as follows:

1. Allocation of funds for additional works to approved applications where the actual cost incurred exceeded the original costs;
2. Allocation of 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](mailto:csadmin@manningham.vic.gov.au)**

## Further Information

Further information can be made by contacting Integrated Planning on:

Phone: 9840 9789

Email: [csadmin@manningham.vic.gov.au](mailto:csadmin@manningham.vic.gov.au)

Please note that applications to the Heritage Restoration Fund will be assessed in April 2021. All applicants will be formally notified following the completion of the assessment.