

HEAD OF POWER

- *Local Government Act 2009*
- *Local Government Regulation 2012*

INTENT

The purpose of this policy is to provide financial assistance to owners of eligible heritage listed and main street commercial character properties to undertake sympathetic conservation works to improve the appearance of these buildings and make a positive contribution to the streetscape.

SCOPE

This policy applies to the Council's assessment, determination and administration of grants to eligible applicants to undertake conservation works to local and state heritage places across the Bundaberg Region, and commercial character buildings in the traditional main streets and central business district of Bundaberg and Childers.

DEFINITIONS

Commercial character areas means the commercial character precincts in Bundaberg and Childers as identified in the Heritage and neighbourhood character overlay maps in Schedule 2 (Mapping) of Council's Planning Scheme, and detailed in Appendix SC6.2B (Character guidelines) of the Planning Scheme Policy for the heritage and neighbourhood character overlay code. The commercial character areas/precincts can also be identified using Council's [interactive mapping system](#).

Conservation works means the protection, preservation, management or restoration of buildings.

Guideline means the accompanying document stating the requirements for obtaining a grant under this policy.

Local heritage places are identified within the heritage and neighbourhood character overlay maps in Schedule 2 (Mapping) of Council's Planning Scheme. Local heritage places can also be identified using Council's [interactive mapping system](#).

State heritage places are identified within the Queensland Heritage Register. State heritage places can also be identified using Council's [interactive mapping system](#).

Streetscape means the collective combination of urban form elements that constitute the view of a street and its public and private domains. These elements include buildings, roads, footpaths, vegetation, open spaces and street furniture.

POLICY STATEMENT

Council has a strong commitment to the protection and enhancement of heritage in the Bundaberg Region and acknowledges the efforts of landowners who maintain, repair and conserve heritage and character buildings.

The Bundaberg Region has a broad representation of heritage places of local, state and national significance, as well as areas of notable commercial and neighbourhood character.

Council holds a register of local heritage places within the Bundaberg Regional Council Planning Scheme 2015. The Planning Scheme also includes two Commercial Character Precincts in the Bundaberg CBD and Childers, which seek to identify and retain the traditional main street character of both of these areas. State heritage places are identified within the Queensland Heritage Register.

This grant program facilitates a collaborative process, whereby Council provides a financial co-contribution towards conservation works to assist owners of eligible properties to make a positive contribution to heritage and traditional main streets.

This program also seeks to enhance community appreciation of our built heritage and attract continued investment in our historic main street commercial precincts.

The guideline details the eligibility criteria for applications.

1. Funding

Council may contribute 50% (dollar-for-dollar) toward eligible conservation works up to a maximum contribution by Council of \$10,000 per project (excluding GST).

The below table provides examples of funding co-contributions for clarification.

Example – total value of conservation works	Council contribution	Applicant contribution
\$5,000	\$2,500 (50%)	\$2,500 (50%)
\$20,000	\$10,000 (50% - maximum contribution)	\$10,000 (50%)
\$30,000	\$10,000 (maximum contribution)	\$20,000 (balance value of works)

2. Application Process

The application process is identified within the guideline and includes the following steps:

- Preliminary discussions;
- Lodgement of funding application;
- Assessment of application;
- Funding allocation;
- Implementation; and
- Payment of funding.

3. **Assessment Process**

The grant program is implemented as a competitive process, whereby applications for grants are received and assessed against the eligibility criteria set out within the guideline. Council's Development Group will then make a recommendation to Council and the final decision on applications made by Council at an Ordinary Meeting.

4. **Grant Guidelines**

The grant program is administered in accordance with the guidelines for this policy. The guidelines set out the eligibility, application and assessment criteria, acquittal process and the terms and conditions for the policy.

5. **Program Funding**

The amount of funding made available each year will be determined by Council in its annual budget process. The allocation of funds for the program will be in accordance with Council's budget priorities and the objectives of its Corporate Plan.

6. **Communication with eligible participants**

The availability of grants will be publicised in conjunction with Council's Communications team at Council's discretion.

7. **Acknowledgement of Support**

Requirements for the acknowledgement of Council's support for successful projects will be specified in the terms and conditions of the funding agreement.

8. **Reporting**

An annual report will be prepared to document the financial assistance awarded through this grant program.

ASSOCIATED DOCUMENTS

- *Planning Act 2016*
- *Queensland Heritage Act 1992*
- Bundaberg Regional Council Planning Scheme 2015
- Heritage and Character Grant Guideline
- Heritage and Character Grant Application Form
- Heritage and Character Grant Funding Agreement Form
- Heritage and Character Grant Acquittal Form

DOCUMENT CONTROLS

Council will review this policy annually or in response to changes in law or best practice.

POLICY OWNER

Group Manager Development