

**CUMBERLAND LOCAL HERITAGE REBATE PROGRAM 2019**

Responsible Division: Environment and Planning  
Officer: Director Environment and Planning  
File Number: SC 481 (SUB 525)

**SUMMARY**

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The purpose of this report is to provide the Cumberland Heritage Committee details of the applications received for the 2019 Cumberland Local Heritage Rebate Program. Fifteen (15) applications for rebates have been received under this year's program.

**RECOMMENDATION**

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**That the Cumberland Heritage Committee:**

- 1. Review the fifteen (15) Rebate applications prior to the 2 July 2019 meeting;**
- 2. Agree on and recommend the applications successful for the allocation of Rebate funding and the amount of funding allocation per application; and**
- 3. Recommend to Council that, upon satisfactory completion and inspection of the works for the successful applications, monies be paid to the applicants as per the Cumberland Local Heritage Rebate Program Guidelines.**

**REPORT**

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**Background**

Cumberland Council allocated \$50 000 under the Cumberland Local Heritage Rebate Program 2019 (Rebate Program) to be distributed as rebates for small works to heritage listed items or properties within a conservation precinct, within the Cumberland Local Government Area (LGA).

Cumberland Council ran the Rebate Program in 2019 in accordance with the Cumberland Local Heritage Rebate Program Guidelines (Herein 'Guidelines'). The Guidelines were updated by Council at its meeting on 20 March 2019 to reflect the increase in budget from \$20 000 in the previous year to \$50 000 in 2019 as per the resolution (C04/18-66) made by Council at its meeting on 18 April 2018 and allocated within the FY2019/20 budget (**Attachment 1**).

Applications for the Rebate Program were open from 1 May 2019 to 14 June 2019 to coincide with the annual National Trust's Heritage Festival, which ran from 18 April 2019 to 19 May 2019. The Rebate Program was run concurrently with the Cumberland Local Heritage Awards (Awards).

### Notification of the Rebate Program

The nomination period from 1 May 2019 to 14 June 2019 of just over six (6) weeks is consistent with previous years.

The timeline for the Rebate Program was as follows:

Week commencing Monday 22 April 2019	Preparation for the Rebate Program took place. Letters sent to owners of heritage properties inviting applications for the 2019 Rebate Program.
Wednesday 1 May 2019	Applications opened.
Tuesday 30 April 2019 to Wednesday 1 May 2019 Tuesday 14 May 2019 to Wednesday 15 May 2019 Tuesday 28 May 2019 to Wednesday 29 May 2019	Notices appeared in local newspapers – The Auburn Review and the Parramatta Advertiser.
Wednesday 1 May 2019 to Friday 14 June 2019	Information made available from the Council website, local libraries and customer service.
Friday 14 June 2019	Applications closed.
Friday 14 June 2019 to Monday 24 June 2019	Heritage Advisor forwarded applications for review and preparation of advice. Council Officers prepared the report for consideration by the Committee.
Monday 24 June 2019	Report and rebate applications sent to the Committee for review prior to the 2 July 2019 Heritage Committee meeting.

To promote the Rebate Program, letters were mailed out to 749 owners of heritage properties and owners of properties within conservation precincts within the LGA, inviting applications to the Rebate Program in conjunction with the Awards.

Notices were also placed on Council's website and social media. Application forms and related materials were made available at the Auburn and Merrylands Service Centres, and at the Auburn, Granville, Greystanes, Guildford, Lidcombe, Merrylands, Regents Park and Wentworthville Council libraries. These Rebate Program notices were placed in conjunction with the Awards.

## Summary of Applications Received

Fifteen (15) applications have been received for the 2019 Rebate Program. Out of these, six (6) applications did not provide the minimum required two quotes, and a further one (1) application was deemed ineligible for further consideration as works had already commenced. The relevant applicants have been contacted requesting quotes to be sent. If received in time, these quotes will be provided to the Heritage Committee at the meeting on 2 July 2019.

The total amount of Rebate funding sought by the fourteen (14) eligible applications is \$35,888.7. Five out of the fifteen applications are seeking the maximum amount of rebate funding allowed being \$4,000.

An overview of each application is provided below.

<b>Application 1</b>	
Property address	30 Monash Street, Wentworthville
Heritage item type	Federation Period Cottage
Applicant	Private owner
Estimated cost of works	\$ 6,316 (including GST)
Amount of rebate requested	\$ 3,158
Works proposed	<ul style="list-style-type: none"> <li>Repair damaged weather boards on the western and eastern walls.</li> </ul>
Quotes	Two quotes provided.

<b>Application 2</b>	
Property address	17 Talbot Road, Guildford
Heritage item type	One storey residence, part of the Talbot Road Precinct
Applicant	Private owner
Estimated cost of works	\$ 8,000
Amount of rebate requested	\$ 4,000
Works proposed	<ul style="list-style-type: none"> <li>A new fence facing the street as it has been knocked down partially. Side fence with Brunswick Green Heritage colour. A new shed/garage at the back to match the existing house. The two windows facing the street need replacement.</li> </ul>
Quotes	No quotes provided.

<b>Application 3</b>	
Property address	19 Austral Avenue, Westmead
Heritage item type	Inter-war bungalow
Applicant	Private owner
Estimated cost of works	\$ 12,250 (including GST)
Amount of rebate requested	\$ 4,000
Works proposed	<ul style="list-style-type: none"> <li>• Repair to external brickwork</li> </ul>
Quotes	Two quotes provided.

<b>Application 4</b>	
Property address	27 Grimwood Street, Granville
Heritage item type	Grimwood Street Group
Applicant	Private owner
Estimated cost of works	\$ 7,700 (including GST)
Amount of rebate requested	\$ 3,850
Works proposed	<ul style="list-style-type: none"> <li>• Change rotten cladding at front and both side of the house</li> </ul>
Quotes	Two quotes provided.

<b>Application 5</b>	
Property address	29 Jamieson Street, Granville
Heritage item type	Two Storey Residence
Applicant	Private owner
Estimated cost of works	\$ 990 (including GST)
Amount of rebate requested	\$ 495
Works proposed	<ul style="list-style-type: none"> <li>• Reinstate the original wooden dentals to front and side of front verandah</li> </ul>
Quotes	One quote provided.

<b>Application 6</b>	
Property address	7 Daniel Street, Granville
Heritage item type	Single storey residence

Applicant	Private owner
Estimated cost of works	\$ 43,475.3 (including GST)
Amount of rebate requested	\$ 4,000
Works proposed	<ul style="list-style-type: none"> <li>Total replacement of roof with Boral French tiles unglazed terracotta - Sydney Red due to several places of rainwater seepage through the roof. Localised repair may cause local damage of shingles, which are brittle and tile companies will not guarantee work.</li> </ul>
Quotes	Two quotes provided.

<b>Application 7</b>	
Property address	15-17 Thomas May Place, Westmead
Heritage item type	Inter-war (Mediterranean influences) apartment block
Applicant	Private owner
Estimated cost of works	\$ 10,405 (including GST)
Amount of rebate requested	\$ 4,000
Works proposed	<ul style="list-style-type: none"> <li>Upgrade power/meter and/or painting heritage cottage</li> </ul>
Quotes	Two quotes provided. However, one quote is for painting work that has already been completed.

<b>Application 8</b>	
Property address	32 Walter Street, Granville
Heritage item type	Single storey residence
Applicant	Private owner
Estimated cost of works	\$ 2,800
Amount of rebate requested	\$ 1,400
Works proposed	<ul style="list-style-type: none"> <li>Complete replacement &amp; restoration of both left &amp; right sides of front verandah. Also part restoration of right section of verandah ceiling.</li> </ul>
Quotes	Two quotes provided.

<b>Application 9</b>	
Property address	8 Spring Garden Street, Granville
Heritage item type	Granville Conservation Area – Civic Precinct
Applicant	Private owner
Estimated cost of works	\$ 3,745
Amount of rebate requested	\$ 1,872.5
Works proposed	<ul style="list-style-type: none"> <li>Replacement of old rotting fence and temporary metal gate with a heritage picket fence.</li> </ul>
Quotes	Two quotes provided.

<b>Application 10</b>	
Property address	57 John Street, Granville
Heritage item type	Conjoined residences
Applicant	Private owner
Estimated cost of works	\$ 16,500 (including GST)
Amount of rebate requested	\$ 4,000
Works proposed	<ul style="list-style-type: none"> <li>Urgent repairs to replace front wall of verandah and windows, restore western parapet, restore and re-design verandah roof to incorporate original bullnose in a modern heritage interpretation.</li> </ul>
Quotes	One quote provided. Works already commenced.

<b>Application 11</b>	
Property address	6 Jamieson Street, Granville
Heritage item type	Terrace Housing
Applicant	Private owner
Estimated cost of works	\$ 6,290.40
Amount of rebate requested	\$ 3,145.2
Works proposed	<ul style="list-style-type: none"> <li>Reinstate front timber fence in traditional style.</li> </ul> Scope of works include: <ul style="list-style-type: none"> <li>- demolition and disposal of existing deteriorating front fence</li> <li>- site clearing and preparation for installation of new fence</li> </ul>

	<ul style="list-style-type: none"> <li>- installation of new timber fence post, rails, and palings</li> <li>- painting</li> </ul>
Quotes	Two quotes provided.

<b>Application 12</b>	
Property address	55 Kerrs Road, Lidcombe
Heritage item type	Dwelling
Applicant	Private owner
Estimated cost of works	\$ 2,997.5 (including GST)
Amount of rebate requested	\$ 1498
Works proposed	<ul style="list-style-type: none"> <li>• Replacing/repairing guttering; Replacing bolts on bull nose veranda</li> </ul>
Quotes	Two quotes provided.

<b>Application 13</b>	
Property address	7 Villiers Street, Merrylands
Heritage item type	Federation period (Art Nouveau detailing) residence
Applicant	Private owner
Estimated cost of works	\$1440
Amount of rebate requested	\$720
Works proposed	<ul style="list-style-type: none"> <li>• Replace guttering on full length of left side of property.</li> </ul>
Quotes	One quote provided. Applicant unable to obtain another quote.

<b>Application 14</b>	
Property address	12 Fullagar Road, Wentworthville
Heritage item type	Inter-war bungalow
Applicant	Private owner
Estimated cost of works	\$6,000
Amount of rebate requested	\$3,000
Works proposed	<ul style="list-style-type: none"> <li>• Replacing front fence; also gates.</li> </ul>

Quotes	No quotes provided.
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<b>Application 15</b>	
Property address	20 Fullagar Road, Wentworthville
Heritage item type	Inter-war bungalow
Applicant	Private owner
Estimated cost of works	\$1250 (excluding GST)
Amount of rebate requested	\$750
Works proposed	<ul style="list-style-type: none"> <li>• Repair and repainting of front verandah roof</li> </ul>
Quotes	Two quotes provided.

### Excluded Applications

The application form for the Rebate Program identifies the additional information, including mandatory information, which is to be provided as part of the application. The mandatory information includes:

- Two (2) quotes or other evidence of cost
- Photographs of existing structure
- Samples of finished materials/colours

Six (6) applications have not provided the needed number of quotes, being:

- 17 Talbot Road, Guildford
- 29 Jamieson Street, Granville
- 15-17 Thomas May Place, Westmead\*
- 57 John Street, Granville
- 7 Villiers Street, Merrylands
- 12 Fullagar Road, Wentworthville

\*15-17 Thomas May Place, Westmead provided two quotes, however one quote was for painting works already completed.

Council staff have subsequently requested quotes from these applicants. Should they not provide these quotes prior to the heritage committee meeting on 2 July 2019, these applications will not meet Council's heritage rebate requirements and it is recommended that they be excluded from any further consideration for the 2019 Rebate Program.

Out of the fifteen applications submitted, works proposed at 57 John Street, Granville have already commenced and the application is, therefore, deemed ineligible for further consideration. Fourteen (14) applications are therefore eligible for further consideration, subject to a number of these providing quotes prior to 2 July 2019.



## **Judging of Applications**

The judging of applications is to be conducted in accordance with the Guidelines as adopted by Cumberland Council.

Each of the fourteen (14) applications are to be reviewed by members of the Committee prior to the meeting on 2 July 2019. At the meeting, the merits of the works, and any other relevant matters are to be discussed.

The total amount of Rebate funding sought under the fourteen (14) applications falls within the Program budget of \$50,000. Some applications while appropriate for funding, may be unsuccessful for the 2019 Program, or alternatively may receive a lower rebate amount than requested. The need to identify unsuccessful applications or to determine the rebate amount each application should receive, will form part of the Committee's deliberations.

The applications will also be reviewed by Council's Heritage Advisor and he will discuss the applications at the Committee meeting and respond to any questions as required, and this advice is to be taken into account as part of the Committee's deliberations.

It is proposed that the Committee undertake an initial review of all fourteen (14) applications based on i) the merit of the works proposed (ii) the improvement this would represent to the heritage item and (iii) any other matters raised by the Committee. This review would lead to a short-list of applications being identified. With these short-listed applications, the total funding to be allocated per applicant could be determined.

The Committee will then nominate those applications to be recommended for the allocation of Rebate funding under the 2019 Rebate Program. Those recommendations are to be reported at a subsequent Council meeting, for a decision by Council.

All applicants will be notified in writing of the outcome of their applications. Successful applicants will then be able to undertake the approved works. Rebate funding is only paid on completion of works to Council's satisfaction, and with the provision of a receipt confirming payment made for specific works.

## **COMMUNITY ENGAGEMENT**

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No further community engagement is required.

## **POLICY IMPLICATIONS**

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There are no policy implications for Council associated with this report.

## **FINANCIAL IMPLICATIONS**

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The total amount of funding sought under the 2019 rebate Program, under all applications is \$35,888.7, and falls within the maximum \$50,000 allocated to the Rebate Program for 2019.

## **CONCLUSION**

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A total of fifteen (15) applications for financial assistance were received to the 2019 Rebate Program. Out of these fourteen (14) are deemed eligible for further consideration, with five (5) of these still needing to submit quotes to meet the rebate program requirements. The total amount of funding requested under all applications is \$35,888.7.

Although six (6) applications did not provide quotes, these applications have not been excluded from consideration at this stage. Should they not provide quotes prior to the Heritage Committee meeting on 2 July 2019, these applications will be automatically excluded from further consideration.

With the advice of Council's Heritage Advisor, the Committee members are to agree on and recommend the successful applications for the allocation of Rebate funding. Following Council approval of the recommended successful applications, all applicants will be notified in writing of the outcome of their applications.

## **ATTACHMENTS**

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Attachment 1: Amended Cumberland Local Heritage Rebate Program Guidelines.



## CUMBERLAND LOCAL HERITAGE REBATE PROGRAM GUIDELINES

This policy was adopted by Council at its meeting held on 5 April 2017 and was amended on 28 March 2018. Amended on 20 March 2019.

### **Background**

The Cumberland Local Heritage Rebate Program (Rebate Program) is established by Cumberland Council and applies to the Cumberland Local Government Area (LGA) established on 12 May 2016.

### **Aim of the Rebate Program**

The aim of the Rebate Program is to assist and encourage owners of heritage items in the LGA to undertake positive work to their properties to improve the appearance of these valuable assets. It recognises the additional costs that can be involved in undertaking works to heritage items or properties such as restrictions on materials that may be used or the need for specialised tradespeople and/or equipment.

The Rebate Program is part of a wider Council effort to generate greater interest in the history and heritage of the area.

### **Invitation to Apply**

Private owners of heritage listed buildings, and private owners of properties located within a heritage conservation area, within the Cumberland LGA are invited to apply for an allocation of funding under Council's Rebate Program.

The application form identifies the supporting information that is to be provided with the applicant. If this supporting information is not provided, the application may not be accepted and so will not be assessed.

Only one application is to be lodged for a heritage item or property in that year. That application is to detail all works proposed (the project) for which the rebate is being sought.

### **Eligible Projects**

Rebates may be allocated to projects that will benefit heritage items. Funding is not allocated to the owners of heritage items.

Eligible projects include those which involve the repair or maintenance of, or reinstatement of missing items on, privately owned heritage properties and buildings. Eligible projects are to be located on the exterior of the building such as front fences, verandahs, windows / stained glass, roofing and decorative details.

### **Projects not Funded**

Funding will generally not be provided for the following types of projects:



- Where the building is publically (government) owned.
- Where assistance is available from another source.
- Where substantial assistance has been previously provided.
- Where the applicant has not completed other assisted projects.
- For routine maintenance as would apply to any property eg tidying gardens, gutter clearing, or general cleaning.
- For the purchase of a building, site or moveable item.
- For new additions to a heritage item.
- For the relocation of a heritage item.
- For any work inside the building such as internal repairs, electrical work, kitchens or bathrooms.
- Replacing original material unnecessarily.
- Where the works to the building have been completed prior to lodgement of a rebate program application.

### **Assessment Criteria**

The Council, in assessing the priority of an application, will take the following matters into account. Please note that it is not necessary for a project to meet all of these criteria.

- The applicant's ability to demonstrate technical and financial responsibility with regard to the project, and demonstrated ability to complete the project within their estimated timeframe (within 12 months is considered ideal for most projects).
- The degree to which the applicant is financially contributing to the project (minimum of 50% of the total project cost).
- Projects which clearly complement broader conservation objectives eg projects which implement key findings of heritage studies or projects in conservation areas.
- Projects which would encourage others to better conserve their heritage items.
- Projects involving a building of higher heritage value to the community eg the restoration of an important local heritage house such may have been positively discussed in local media.
- Projects which are highly visible to the public eg the replacement of a verandah to a building on a main street, or visible from railway station.
- Projects which have high public accessibility eg a church, childcare centre or community hall.
- Projects which are in an area that has received little or no funding.
- Projects involving aspects of heritage which have received little or no funding eg historic gardens.
- Projects subject to conservation controls where the owner is able to show hardship arising from conservation work required to the item.
- Urgent projects to avert a threat to a heritage item.
- The eligibility of the proposed works for funding.



## Level of Funding Available

The annual total Council budget for the Program is to be \$50,000 unless otherwise resolved by Council. It is from this budget that the rebate funding is allocated to the successful applications for projects to heritage items.

Each year, the level of rebate funding allocation per application will be limited to a maximum of \$4,000. Applicants will be required to provide at least 50% of the project cost.

For some projects, applicants may be required to contribute more than 50%. For example, works that have a total project cost of \$10,000, Council may contribute the maximum \$4,000 and the property owner (applicant) will need to pay \$6,000.

The allocated funding to a project is paid as a reimbursement to the applicant after all costs have been paid, all proposed works have been completed to the satisfaction of Council, and evidence of that payment, such as the paid tax invoice or receipt, is provided to Council.

## Timing of Projects

From approval, applicants will have up to 12 months to complete the project, unless a longer timeframe has been approved by Council due to the nature of the project. In this case, the project must be completed within that approved timeframe.

## What Applicants Need To Do

### 1. Background research.

It will assist the application if it is demonstrated why the works proposed are appropriate from a heritage point of view. This may require some research such as:

- Council may have information on the building.
- Library may have photos or information.
- A long-time resident on the street may have knowledge.

### 2. List the work to be carried out.

Detail will be required on the works proposed to be carried out. This should be put down in a clear item by item schedule.

Applicants may contact Council to check whether the proposed works would be eligible for funding.

### 3. Obtain quotes for the proposed works.

Quotes will be needed and at least two (2) quotes **must** be provided with the application.

If the project is a smaller task that the applicant will be undertaking themselves, evidence is needed of the cost of the materials that will be used. In the case of DIY (do-it-yourself) work, funding may be provided for the materials only. DIY projects should be discussed with Council to ensure they are appropriate.



4. Select colours and materials.  
Determine the colours and materials that are suitable for the heritage building or item and are proposed to be used in the project.
5. Prepare a sketch plan  
A sketch plan may be needed to show where on the building or item the work is to be done. Large jobs may require plans drawn up by a qualified heritage architect.
6. Take photographs  
Photographs of the building or item and close-up photos of the proposed heritage works are to be provided with the application.
7. Application form.  
Complete the application form and attach all the supporting information.
8. Send the completed Application Form to the **General Manager, Cumberland Council. Attn. Strategic Planning** via one of the following ways:

**Email** (as one single document) to [council@cumberland.nsw.gov.au](mailto:council@cumberland.nsw.gov.au)  
Subject Line: Heritage Rebate Program Application – Attn Strategic Planning.

**Post:** PO Box 42, Merrylands NSW 2160  
Attn: Strategic Planning

**Hand Deliver:** Merrylands Service Centre at 16 Memorial Avenue,  
Merrylands or  
Auburn Service Centre at 1 Susan Street, Auburn.

### **The Process**

Following the receipt of applications for Council's Heritage Rebate Program funding, the Cumberland Heritage Committee will consider all applications received and make an assessment based on the criteria listed above and the information provided in the application. The Cumberland Heritage Committee will then make a recommendation of the successful applications. That recommendation will be provided to Council for determination.

All applicants will be notified by letter of the outcome of their application. The letter notification to the successful applicants will state the works that have been approved and the amount of rebate funding allocated to that project.

Given that the Council's funding for the Heritage Rebate Program is limited, there is no guarantee that an application will be successful on the basis that it complies with the assessment criteria.

For successful applications, the applicant is to advise Council of the completion of the project and forward to Council the paid receipts/ tax invoices for the work done. Council officers will then inspect the work to ensure it has been carried out in accordance with the proposal approved by Council. The rebate (cheque from Council) will then be forwarded for the amount as stated on the notification letter. Monies are forwarded after the work has been completed and all costs paid by the applicant – rebate funding as part of this program is provided as a reimbursement of costs incurred and not a direct payment of costs.

It should also be noted that applications involving major works to heritage items may require formal building and development consent from Council. Further information on how to submit those applications can be obtained by contacting Council's Duty Planner.

**Further Information**

Further information in relation to the Cumberland Local Heritage Rebate Program can be obtained by contacting Council's Strategic Planning section on (02) 8757 9000.