

Local governments contracting a heritage advisory service from an approved practitioner may apply for a subsidy to support the costs of operating the contract. Where the necessary criteria are met, the Heritage Council may meet 50% of the approved costs or, where a new service is being established, up to 75% of costs.

Overview

Local governments are encouraged to employ or contract an appropriately experienced professional to provide ongoing advice on heritage matters that will support the conservation of heritage places. Local governments may apply for a State subsidy of the costs incurred in operating a heritage advisory service, provided that the service meets requirements established by the Heritage Council of Western Australia and the local government can demonstrate that the subsidy is required.

Applying for a Subsidy

Once the local government has determined the cost of providing a heritage advisory service, an application may be made for a subsidy from the Heritage Council. Eligible costs are generally those charged by the heritage advisor for a defined level of service. These costs include transport and associated expenses but exclude 'in-kind' costs such as use of local government facilities, officer support, use of fleet cars etc.

The subsidy is valid for one year but applications may be made each year.

Eligibility

Applicants will be eligible to apply for 50% funding if they meet two of the three key criteria, which are based on a range of factors that affect the need for heritage services and whether the local government could reasonably be expected to provide the service without subsidy.

The three key criteria are:

1. Regional Location

Local governments outside the Perth metropolitan area are considered to meet Criterion 1 (see Attachment 1).

2. Self-sufficiency

To meet Criterion 2, the local government must not be identified in the most recent Grants Commission report as a 'Minimum Grant' local government (see Attachment 2 for a list of Minimum Grant authorities). Local governments calculated as being eligible for a Minimum Grant under the Local Government (Financial Assistance) Act 1995 have been broadly determined to be able to meet the cost of necessary services through operating income.

3. Heritage Responsibilities

Local governments who can demonstrate to the satisfaction of the Heritage Council that their responsibilities for heritage and their subsequent need for heritage advisory services are sufficient to warrant the support of State funds will meet Criterion 3.

Establishment of Service

Those local governments who wish to establish a new heritage advisory service, or are in the process of doing so, may request a higher level of funding to assist in the development of the heritage strategy and integration of heritage into the strategic planning and reporting framework. An application for a heritage advisory service that will be new, or has been operating for 24 months or less at the time of application, may request 75% of costs.

Costs eligible for funding

The subsidy is intended to support the contract costs of providing a heritage advisory service that will support the recording, conservation or presentation of a heritage place. The cost may include payment of consultant fees for performing eligible work, and agreed travel costs associated with providing eligible on-site services. Travel costs may be paid directly by the local government or paid to the consultant as reimbursement of expenditure. They do not include 'in-kind' costs such as use of local government accommodation or fleet vehicles.

Applications for subsidy of direct employment costs of a heritage officer will be considered on request. These would be assessed on a pro rata basis if the role involves duties other than those consistent with a heritage advisory service.

Eligible work generally refers to those activities noted in the HCWA document 'Providing a Heritage Advisory Service'. Eligible on-site services include eligible work that cannot reasonably be completed without visiting a site. This may include meetings, inspections, assessments and similar activities.

Limitations of the Subsidy

The maximum subsidy to an individual local government will be limited to \$10,000 per annum in the first funding allocation. Amounts above this level may be agreed if sufficient funds remain after meeting all initial requests.

The Heritage Council may only provide funding for activities that support the recording, conservation or presentation of a place. Local governments receiving funding must ensure that the proportion of activities consistent with this outcome is equal to, or greater than, the proportion of funding awarded by the Heritage Council.

For example, if a 50% subsidy is awarded, then a minimum of 50% of the heritage advisor's activity must support the recording, conservation or presentation of heritage places.

If the funding requested via applications is greater than the available funding pool, the final level of subsidy offered to some or all applicants may be lower than the amount requested.

Claiming the subsidy

If the application is successful a subsidy agreement will be forwarded for both parties to sign. This outlines the conditions and limitations of the funding arrangement.

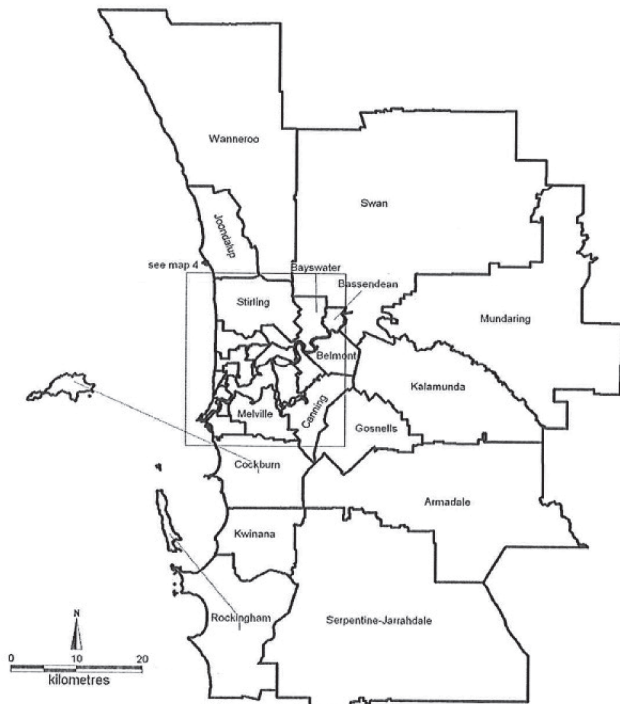
The subsidy can be claimed at the end of each quarter by submitting a tax invoice and proof of purchase for costs incurred in operating the Heritage Advisory Service. Only the agreed proportion of costs can be claimed, and only up to the maximum stated in the subsidy agreement.

The final claim should be made within the first two weeks of July and must be accompanied by the yearly report. This summarises HAS activity over the year and reports against the heritage strategy. A final financial report should be signed off by the Chief Executive Officer or Chief Financial Officer. Templates for these reports are provided by the State Heritage Office.



Attachment 1

Local Government Areas in Perth Statistical Division



Local Government Areas in Perth Statistical Division - Inner



Attachment 2

Minimum Grant local governments identified in the WA Local Government Grants Commission Annual Report of 2011-12 are:

Augusta-Margaret River	Claremont	Kwinana	South Perth
Bassendean	Cockburn	Mandurah	Stirling
Bayswater	Cottesloe	Melville	Subiaco
Belmont	East Fremantle	Mosman Park	Swan
Bunbury	Fremantle	Nedlands	Victoria Park
Busselton	Gosnells	Peppermint Grove	Vincent
Cambridge	Joondalup	Perth	Wanneroo
Canning	Kalamunda	Rockingham	

Contact us

State Heritage Office
Bairds Building
491 Wellington Street Perth
PO Box 7479
Cloisters Square
PO WA 6850

T: (08) 6552 4000
FRECALL (regional): 1800 524 000
F: (08) 6552 4001
E: lgs@stateheritage.wa.gov.au
W: stateheritage.wa.gov.au