



HERITAGE

RATE RELIEF SCHEME



CITY of PERTH

City of Perth Heritage Program

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The City of Perth has adopted a comprehensive and co-ordinated approach to address ongoing issues relating to heritage management and conservation. As part of this program applications are invited for a 10% discount on general rates for any heritage listed property.

To receive Heritage Rate Relief for the current financial year, applications must be received by the City of Perth before the end of February.





The key purpose of Heritage Rate Relief is to support property owners in maintaining their heritage places. The City of Perth therefore asks that each recipient agrees to provide for the proper care and maintenance of their building. This brochure contains a schedule explaining what this includes and an agreement form for you to sign.

To be eligible for Heritage Rate Relief, the following criteria must be met:

- You must be a ratepayer;
- the rateable property is listed in the City of Perth City Planning Scheme as a Place of Cultural Heritage Significance; and
- you must agree to undertake the proper care and maintenance of your building, in line with the schedule contained in this brochure, and to provide the City of Perth with such documents as deemed necessary to demonstrate effective care of the building.

If you are unsure whether your property is listed, please contact the City of Perth on 9461 3333.

Maintenance Schedule for Heritage Buildings

A **weekly** inspection and maintenance routine should check for general presentation and cleanliness, particularly in parts of the building adjacent to public spaces. This should cover:

- removal of graffiti
- clearing of litter and vegetation
- checking general cleanliness
- ensuring that no locks or windows have been tampered with
- replacing any broken windows

Monthly maintenance looks at areas that may be affected by wear-and-tear or may be a risk to the occupants or public. During winter or severe weather, additional attention should be focused on maintaining the building's weatherproofing. The monthly inspection schedule should include:

- trip hazards from worn carpets, loose tiles or uneven paving slabs
- security and fire detection equipment
- emergency and external lighting
- loose or missing roof tiles or shingles
- blockage or damage to gutters and downpipes
- evidence of activity by pests, especially termites
- ensuring that awnings/canopies are secure
- tidying of gardens and public spaces, particularly in unoccupied buildings

Annual tasks should include overall checks for evidence of change to the building and should plan maintenance for the following year. Work should be carried out to:

- renew pest control and buildings insurance
- renew arrangements for security and fire prevention, especially for unoccupied buildings
- assess changes to loose brickwork, stone lintels and pointing, and plan remedial action
- check for cracks in render – repair if necessary
- check paintwork and refresh if required
- check for signs of damp, assess causes and arrange remedial action
- check roof space for damage and pests
- monitor mechanical systems (air conditioning, etc)
- check for rust and damage to metalwork

For heritage places it is recommended that a **conservation plan** is developed and updated every five years. This will record the building's condition and advise on required repairs and maintenance. As a minimum, owners should take action where a conservation plan highlights urgent works, or repairs that will be required to prevent loss or damage to significant fabric.

Please keep this schedule for future reference



Conditions and Limitations

1. If the City of Perth determines that proper care and maintenance of the property is not being carried out, the owner will be asked to address specified issues within a given time period. If no action is taken to resolve the problem within this period, the discount will be withdrawn and the full rate will become payable.
2. Concessions will not be given until all debts against the City of Perth that relate to the property are cleared.
3. Owners will need to demonstrate that buildings that are unoccupied or form part of a development site are secure against unauthorised entry and occupation.
4. Once granted the discount will apply for three years, with the possibility of a further three years subject to a review.

Supporting Documents

Owners should provide with their application:

- A certificate of currency for building insurance;
- evidence of termite monitoring and control; and
- a buildings maintenance contract or strata management agreement, where relevant.

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Privacy

The personal information collected on this form will be used by the City of Perth for the sole purpose of providing requested and related services. Information will be stored securely and will not be disclosed to any third parties without your express written consent.



To assist in keeping your property at its best, the City of Perth operates a graffiti management service. This is available free of charge and will remove any graffiti visible from a public space.

For further information please contact the Graffiti Hotline on 1800 10 90 10.

Application for Heritage Rate Relief

1. Applicant Details

Name: _____

Contact Address: _____

Postcode: _____ Tel: _____

Mobile: _____

Facsimile: _____

E-Mail: _____

2. Heritage Property Details

Property Address: _____

Rates Assessment Number: _____

Declaration

I agree to the conditions outlined in this document, such that Heritage Rate Relief is at the discretion of the City of Perth. In receiving the discount, I agree to undertake the proper care and maintenance of my heritage property.

Signed _____

Dated _____

Document Check List:

- Certificate of currency for buildings insurance
- Termite/Pest Control contract
- Maintenance contract

If the above documents are maintained by a strata manager or property agent, please complete the contact details below. You are also requested to sign the authorisation for this contact to act as your agent. The City of Perth will then communicate with the agent and request information as required.

3. Contact for maintenance issues (if different from applicant)

Name: _____

Company: _____

Address: _____

Postcode: _____ Tel: _____

E-Mail: _____

I authorise the agent/manager detailed above to act on my behalf on issues related to the maintenance and care of my heritage property.

Signed _____

Dated _____

City of Perth
Council House
27 St George's Tce, Perth
Postal Address:
City of Perth
GPO Box C120
Perth WA 6839



CITY of PERTH

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heritage@cityofperth.wa.gov.au

For more information
please contact the
City of Perth Heritage Hotline
on 9461 3333

This brochure is available in
alternative formats on request