

# **RESTORATION WORKS SCHEME FOR LOCAL COUNCILS**

## **GUIDANCE NOTES**

### **PART 1 – GENERAL INFORMATION ABOUT THE SCHEME**

#### **1.1 Scope and Parameters:**

The Ministry for Justice, Culture and Local Government, through the office of the Restoration Directorate, is launching a scheme to assist Local Councils in the restoration of buildings and other immovable monuments of historic and/or artistic value located within their delineated boundaries.

Project proposals, to be presented by Local Councils, shall first be technically shortlisted by the Restoration Directorate and subsequently considered by a Selection Committee set up by the Ministry for Justice, Culture and Local Government. The representatives on this Committee shall be: two from the Ministry (one of which should be the chair), a representative from the Office of the Permanent Secretary (MJCL), a representative from the Restoration Directorate, the Director or Assistant Director of the Department for Local Government, and a Secretary from the Department for Local Government (DLG). Further details on the selection process are given in Section 2.1 of these Guidance Notes.

The Scheme shall be administered by the Restoration Directorate, which office shall be solely responsible for executing the chosen restoration projects in a turnkey manner: following them from the initial planning phase (covering building surveys, drawing up and submission of Planning Authority development applications, etc.) throughout their on-site execution up till project completion.

#### **1.2 Beneficiaries:**

The Scheme is open to all, fifty-four in number, Local Councils in Malta. On an annual basis, the said Local Councils shall be given the possibility of submitting possible project proposals for the consideration of the Selection Committee.

The Scheme is solely limited to Local Councils. However, aware of the fact that various buildings and/or architectural monuments worthy of being safeguarded and restored belong to ecclesiastical or other third party entities (for example, such as is the case with wayside chapels, niches, etc.), Local Councils may also submit applications for such buildings/monuments. This proviso shall only be applicable on condition that the Local Council retains all responsibilities relating to the submission of such applications and that it provides adequate evidence to the fact that the owner of the building/monument has been informed and has given his consent to the submission of the application.

To ensure a meaningful assistance over the years to as many different localities as possible and to help facilitate the successful implementation of the Scheme, the following limitations or exclusions will apply:

- Each year the Scheme shall be opened to all Local Councils in Malta excluding those Local Councils that have benefitted from the Scheme or from other projects executed by the Restoration Directorate in the three preceding years. *(NB: A list of the localities being excluded from this present call is being attached under Appendix A of these Guidance Notes).*
- Each Local Council can only submit **one** application/project proposal per year which application must relate to a single building or monument located within the officially delineated boundaries of that particular Local Council. Local Councils submitting more than one application shall be asked to choose one application and withdraw the rest.
- Public buildings or monuments that have been devolved by the Lands Department to the Local Council or to any other entity cannot be presented as possible project proposals for consideration under this Scheme.
- Parish churches cannot be presented as possible project proposals.
- Private residential buildings or entire façades of such buildings cannot be presented as possible project proposals. Only specific localised features, such as niches, statues etc. located on such façades, may be presented as possible project proposals.
- Buildings or monuments that have a pending Planning Authority enforcement case cannot be presented as possible project proposals for consideration under this Scheme.

- Applications shall relate to project proposals that are still at inception phase *(NB: This criterion excludes from participation in the Scheme all those buildings/monuments for which a valid Planning Authority permit for their restoration already exists and all those buildings/monuments on which restoration works are already underway).*
- Applications shall relate to high visibility restoration projects. *(NB: Application of this criterion shall automatically exclude from participation in the Scheme project proposals on building interiors, underground structures, etc.).*
- Applications shall relate to restoration projects of moderate scale as defined by an average on-site execution phase of approximately six months by a four to five person gang. *(NB: Whilst the evaluation of submitted project proposals remains the prerogative of the Restoration Directorate and the Selection Committee, with the intent of assisting Local Councils in the evaluation and choice of project proposals, the following indicative typologies are being suggested as possible projects having the requested on-site execution timeframes: monuments such as votive niches, stone statues, fountains, etc.; small scale wayside chapels; façades of civic buildings; small scale fortified/military architecture such as entrenchments, pill boxes, towers, etc).*
- Applications shall relate only to project proposals addressing restoration issues of above ground building/monument elements (i.e. limited to interventions on the external fabric of the building/monument). Buildings or monuments presenting foundation problems cannot be presented as possible project proposals for consideration under this Scheme.

## **PART 2 – APPLICATIONS AND SELECTION PROCESS**

### **2.0 Applications:**

The Ministry for Justice, Culture and Local Government will issue one call for applications on an annual basis, which call shall serve to identify the projects to be implemented during the following year.

Applications for the current year must be submitted during office hours at DLG (Attention Ms Isabella Camilleri Aquilina) by **noon of Friday, 15 September 2017**. Late submissions shall not be considered. The application form can also be downloaded from <https://localgovernment.gov.mt/>. Applicants shall ensure that they provide all necessary information by filling in ALL sections of the application form and submitting all the related supporting documentation as identified in the same application form.

## **2.1 Selection Criteria**

Applications received shall first be assessed by the Restoration Directorate. This initial technical assessment shall aim at shortlisting those projects which the Directorate can in fact execute with its in-house expertise and human resources within the timeframes stipulated in Section 1.2 of these Guidance Notes. Shortlisted projects shall then be assessed by the Selection Committee set up by the Ministry for Justice, Culture and Local Government. The Selection Committee reserves the right to seek further clarifications when not completely satisfied with the information being submitted.

A minimum of four (4) project proposals shall be selected following each call.

The Selection Committee retains the right to accept or reject any or all applications. Further to the project eligibility parameters already identified in Section 1.2 above, the Selection Committee shall use the following criteria as a basis for the selection of the projects to be implemented during a particular year:

- Historical relevance/value of the proposed building/monument
- Artistic relevance/value of the proposed building/monument
- State of conservation of the proposed building/monument
- Site/project visibility.

*(NB – Preference may be given to older buildings/monuments and/or buildings/monuments deemed to have greater artistic value and/or buildings/monuments which are in danger of collapse or of being completely lost due to the extent of damage).*

## **PART 3 – CONDITIONS**

In submitting an application, the Local Council shall be committing itself to:

- cover out of its own financial resources all building levy fees, monitoring fees and any other fees relating to the Planning Authority permit.
- maintain the proposed building/monument in its restored state for a period of ten years following project completion.

Failure to abide to the above conditions shall result in future preclusion from participation in the Scheme.

#### **PART 4 – FURTHER ASSISTANCE AND CLARIFICATIONS**

For any queries or further information on the Scheme, prospective applicants may contact the DLG (Ms Isabella Camilleri Aquilina) by email on [skemi.dlg@gov.mt](mailto:skemi.dlg@gov.mt).

## APPENDIX A (STATUS AS AT JUNE 2017)

List of Localities / Local Councils which over the past three years have directly or indirectly benefitted through the execution of restoration projects by the Restoration Directorate.

Locality	Executed Projects
Il-Belt Valletta ( <i>Città Umilissima</i> )	Auberge d'Aragon Façades of the Presidential Palace Front façades of St. John's Co-Cathedral 24 Old Bakery Street Façade of Casa Scaglia Façades of Palazzo Ferreria Jesuits Church Mediterranean Conference Centre (roof) Valletta Local Council Offices – Cafe Premier
L-Imdina ( <i>Città Notabile</i> )	Mdina Fortifications
Il-Birgu ( <i>Città Vittoriosa</i> )	Birgu Ditch Rehabilitation Project Dar it-8 ta' Settembru
L-Isla ( <i>Città Invicta</i> )	Grunenbergh Battery Isla Bastion's Spur
Bormla ( <i>Città Cospicua</i> )	Parish Church Oratory annexed to Parish Church Fortifications at San Ġwann t'Għuxa Emergency Works at San Ġwann t'Għuxa Chapel
Ħal Qormi ( <i>Città Pinto</i> )	St. Sebastian Old Parish Church
Ħaż-Żebbuġ ( <i>Città Rohan</i> )	De Rohan Gate
Ħaż-Żabbar ( <i>Città Hompesch</i> )	Hompesch Gate
Iż-Żejtun ( <i>Città Beland</i> )	Niche of St. Joseph Police Station St. Catherine's Parish Church
Ħ'Attard	San Anton Boundary Wall
Birkirkara	St. Catherine's and St. Anthony's Chapel
Birżebbuġa	Tad-Duluri Chapel
Ħad-Dingli	Madalena Chapel
Floriana	Floriana Fortifications (San Salvatore Bastion, Marsamxett side, Grand Harbour side, ramparts of the Ritirata)
Il-Gudja	Lunzjata Chapel
Il-Ħamrun	Madonna ta' Porto Salvo Chapel

<b>Locality</b>	<b>Executed Projects</b>
Ħal Lija	Tal-Mirakli Chapel Villa Francia
Ħal Luqa	Statue of St. Andrew
Marsaskala	St. Anne's Chapel
Il-Mosta	Ta' Wejda Chapel
L-Imsida	Kunċizzjoni Chapel
In-Naxxar	Kunċizzjoni Chapel
Tal-Pietà	Tad-Duluri Chapel
Il-Qrendi	San Mattew (tal-Maqluba) Chapel Various votive statues
Ir-Rabat	Il-Logġa tal-Palju Santo Spirito National Archives Casino Notabile
San Ġwann	San Ġwann tal-Għargħar Chapel
Santa Luċija	Santa Luċija Chapel
Santa Venera	San Frangisk Church
Tas-Sliema	Prince of Wales Bridge
Ħal Tarxien	Santa Marija tar-Rokna Church
Iż-Żurrieq	St. Michael Archangel Street Shrine