
REPORT 4
(1215/52/IM)

HERITAGE GRANTS

1. Purpose of Report

The purpose of this report is to seek Committee approval for the allocation of grants to applicants in the March 2010 round of the Built Heritage Incentive Fund, as assessed by Council officers. The report also seeks Committee approval for the allocation of grants to two applicants from the November 2009 Built Heritage Incentive Fund round, for whom eligibility information was required (Shed 22 and St John's Bar).

2. Executive Summary

In October 2006 the criteria and conditions of the Built Heritage Incentive Fund were presented to and approved by the Strategy and Policy Committee. The latest round of applications closed on 31 March 2010. Ten applications were received seeking funds of \$376,171.25. It is proposed to offer grants to nine applicants, with fund allocation totalling \$68,600 from the total yearly fund of \$200,000. One application is recommended to be declined as it does not satisfy eligibility criterion 3. Criterion 3 states that: 'The project relates to buildings and objects listed in the District Plan or by the NZHPT, or identified as contributing to a heritage area'.

This is the last of three rounds of grant funding for 2009/2010. The total yearly fund is \$200,000. This report sets out details of the applications received and the recommendations of Council officers in respect to allocating the grants.

Two applications from the November 2009 Built Heritage Incentive Fund round have been on hold awaiting a legal opinion as to their eligibility for funding. The legal opinion received states that they can be considered to be eligible.

3. Recommendations

It is recommended that the Committee:

- 1. Receive the information.*

2. Agree to the allocation of the grants to Shed 22 and St John's Bar as assessed in the November 2009 Built Heritage Incentive Fund round.

Built Heritage Incentive Fund Grants – November 2009

<i>Project</i>	<i>Grant Proposed</i>
<p><i>(2) Shed 22, Macs Bar, corner Cable Street and Taranaki Street</i></p> <p><i>Description: Critical waterproofing repairs to arrest damage to the building, and to make good the effects of the damage.</i></p> <p><i>No special conditions apply.</i></p>	<i>\$12,000</i>
<p><i>(3) St Johns Bar, 5 Cable Street, Te Aro</i></p> <p><i>Description: Critical waterproofing repairs to arrest water damage to the building, and to make good the effects of previous water damage.</i></p> <p><i>No special conditions apply.</i></p>	<i>\$15,000</i>

3. Agree to the allocation of grants and associated conditions to applicants in the March 2010 round of the Built Heritage Incentive Fund, as assessed by Council officers, as follows:

Built Heritage Incentive Fund Grants – March 2010

<i>Project</i>	<i>Grant Proposed</i>
<p><i>(1) House, 30 Hawkestone Street, Thorndon</i></p> <p><i>Description: To repair and re-point the clay tile roof of the property to prolong the life of the roof.</i></p> <p><i>This application does not provide sufficient documentation and does not meet eligibility Criterion 3. (Not listed on the District Plan Heritage List or contributing to a District Plan Heritage Area).</i></p>	<i>\$0</i>
<p><i>(2) Building, Cook Islands High Commission, 56 Mulgrave Street, Thorndon</i></p>	<i>\$8,000</i>

<p><i>Description: External maintenance and repair works including repainting the exterior of the building.</i></p> <ul style="list-style-type: none"> <i>A grant would be conditional on the owner agreeing to the preparation of a conservation plan for the building if supported by a Built Heritage Incentive Fund grant.</i> 	
<p><i>(3) Fence and Wall, 195 Oriental Parade, Oriental Bay</i></p> <p><i>Description: Repair and repaint the distinctive wrought iron fence and gate and also repair and repaint the street wall.</i></p> <ul style="list-style-type: none"> <i>No special conditions apply.</i> 	<p><i>\$3,000</i></p>
<p><i>(4) House, 5b St Mary Street, Thorndon</i></p> <p><i>Description: Restore the front aspect of the property.</i></p> <ul style="list-style-type: none"> <i>A grant would be conditional on the owner obtaining conservation advice if supported by a Built Heritage Incentive Fund grant.</i> 	<p><i>\$5,000</i></p>
<p><i>(5) Building, 21 Hania Street, Mt Victoria.</i></p> <p><i>Description: To undertake essential repairs including repair/replacement of steel window frames and exterior painting.</i></p> <ul style="list-style-type: none"> <i>A grant would be conditional on the owner continuing to obtain conservation advice if supported by a Built Heritage Incentive Fund grant.</i> 	<p><i>\$24,000</i></p>

<p><i>(6) Former St Anne's Church, 77 Northland Road, Northland</i></p> <p><i>Description: Repairs to fix serious water entry issues and concomitant damage to the interior and exterior fabric of the building.</i></p> <ul style="list-style-type: none"> <i>• A grant would be conditional on the owner consulting a conservation architect, if supported by a Built Heritage Incentive Fund grant.</i> 	<p><i>\$4,600</i></p>
<p><i>(7) Building cnr Dixon and Cuba Streets, 84-92 Cuba Street, Te Aro.</i></p> <p><i>Description: Re-strengthening and refurbishment of a heritage building in the Cuba Heritage Area.</i></p> <ul style="list-style-type: none"> <i>• A grant would be conditional on a conservation plan being prepared to guide the proposed work, if supported by a Built Heritage Incentive Fund grant.</i> 	<p><i>\$10,000</i></p>
<p><i>(8) House, 46 Tarikaka Street, Ngaio</i></p> <p><i>Description: Restoration, repair and maintenance</i></p> <ul style="list-style-type: none"> <i>• A grant would be conditional on the owner obtaining conservation advice, if supported by a Built Heritage Incentive Fund grant.</i> 	<p><i>\$4,000</i></p>
<p><i>(9) Te Marama Woolshed, 171 South Makara Road, Karori</i></p> <p><i>Description: Repair and upgrade of existing woolshed.</i></p> <ul style="list-style-type: none"> <i>• A grant would be conditional on the owner obtaining conservation advice, if supported by a Built Heritage Incentive Fund grant.</i> 	<p><i>\$5,000</i></p>

<p><i>(10) Building, 292 Wakefield Street (1 Cambridge Tce), Te Aro.</i></p> <p><i>Description: Replacement of original timber windows on the façade of the building.</i></p> <ul style="list-style-type: none"> <i>• A grant would be conditional on the owner obtaining conservation advice, if supported by a Built Heritage Incentive Fund grant.</i> 	<p><i>\$5,000</i></p>
<p><i>Total</i></p>	<p><i>\$68,600</i></p>

4. Background

The Built Heritage Incentive Fund is a key initiative of the Built Heritage Policy, which was adopted by Council in June 2005. The policy aims to demonstrate Council's "renewed commitment to the city's built heritage to current owners, the community, visitors to the city and to future generations".

The purpose of the fund is to help people conserve and protect aspects of Wellington's built heritage for the enjoyment and benefit of current and future generations. It is intended that grants from the fund will help meet some of the additional costs associated with owning and caring for a heritage property.

In October 2006 the Built Heritage Incentive Fund report was presented to the Strategy and Policy Committee. The report set out the criteria and conditions for the fund and proposed a degree of flexibility in how funds were allocated. The first round of the grant was advertised for applications to be submitted to Council by the end of November 2006.

A copy of the Built Heritage Incentive Fund Application Guide is included as **Appendix III** to this report. It is available on the Council website. The Guide sets out the required conditions for payment of grants and the timeframe available for uplifting a grant.

There is \$200,000 available for grants in the 2009/2010 financial year. This is the third of three rounds for this financial year.

4.1 Applications from November 2009

Two applications were received in the November 2009 BHIF round which were for repairs to buildings the subject of long-term leases, located on land owned by Wellington Waterfront Ltd. Wellington Waterfront Ltd is a Council Controlled Organisation and therefore not eligible to receive BHIF funding. The buildings in question are Shed 22 leased for 199 years and St John's Bar leased

for 100 years to non-council lessees. A legal opinion was sought regarding eligibility. The legal opinion includes the following statement:

“Given that holders of leasehold interests have a right of exclusive possession of the relevant land and buildings (and, in certain circumstances, maintenance obligations) we see no reason to exclude the holders of leasehold interests from the definition of owner or part owner of heritage buildings when it comes to assessing applications for grants from the Fund”.

Based on legal advice, which confirms the eligibility of these properties for funding from the Built Heritage Incentive Fund, it is recommended that the Committee approves the grant of funding as stated in the report for the November 2009 round.

5. Discussion

5.1 Applications received

Ten applications have been received requesting funding of \$376,171.25. Council officers have reviewed applications and determined that nine applications meet the criteria set out in the Built Heritage Incentive Fund report approved by Committee in October 2006.

One application was declined as it does not meet eligibility criterion 3 which states that: ‘The project relates to buildings and objects listed in the District Plan or by the NZHPT, or identified as contributing to a heritage area’

Appendix I contains a summary of all applications received in this round.

5.2 Funding allocation process

A number of factors are considered in determining the level of importance of the grant application projects. These include:

- the risk of the heritage value diminishing if funding is not granted
- a level of confidence in the proposed quality of the work/professional advice
- funding would acknowledge additional costs associated with the listing of a heritage item
- applicant would not be financially able to undertake this project without assistance
- project is visible and/or accessible to the public
- project will provide a benefit to the community.

In addition to the level of importance of the project, further factors are considered in determining the level of funding appropriate for each application. These factors include:

- the value of the funding request
- the value of the funding request when considered against the total project cost
- the value of discrete stages of the project relating to immediate risk
- parity with similar projects in previous rounds (refer **Appendix II**)
- equitable distribution in the current round
- the limited amount of funding available for allocation and the need to ensure that there are funds remaining to allocate in any following rounds.

5.3 Officers' recommendations

It is recommended that funds for this round are allocated in the following way:


Project	Total Project Cost	Grant Requested	Grant Proposed
(1) House, 30 Hawkestone Street, Thorndon	\$40,000	\$5,000	\$0
(2) Cook Islands High Commission, 56 Mulgrave Street, Thorndon	\$96,057	\$50,000	\$8,000
(3) Fence and Wall, 194 Oriental Parade. Oriental Bay	\$18,191.26	\$18,200	\$3,000
(4) House, 5b St Mary Street, Thorndon	\$22,580	\$22,580	\$5,000
(5) Building, 21 Hania Street, Mt Victoria	\$420,000	\$80,000	\$24,000
(6) Former St Anne's Church, 77 Northland Road	\$101,126.25	\$50,501.25	\$4,600
(7) Building, 84-92 Cuba Street, Te Aro	\$862,654.10	\$90,000	\$10,000
(8) House, 46 Tarikaka Street, Ngaio	\$169,077	\$25,940	\$4,000

(9) Te Marama Woolshed, 171 South Makara Road, Karori	\$10,000	\$5,000	\$5,000
(10) Building, 292 Wakefield Street, Te Aro	\$57,900	\$28,950	\$5,000
Total	\$1,797,585.60	\$376,171.25	\$68,600

5.4 Officers' consideration


A discussion of each of the applications is set out below:

Project 1:	House, 30 Hawkestone Street, Thorndon
Applicant:	Catherine Young
Recommended Grant	\$0
Description:	Work to repair and re-point the clay tile roof of the property to prolong the building's life and protect the interior from water damage.
Officer comments:	<p>There is no information available about the history of this building. It is likely that it was built in the 1920s or 1930s as were adjacent houses in this part of Hawkestone Street and Portland Crescent. Research in the Thorndon area indicates that it is a part of a significant small grouping of residential houses on which little information has been gathered. It is not listed on the District Plan and is not within a Heritage Area.</p> <p>This application does not meet requirements as follows:</p> <ul style="list-style-type: none"> • does not provide sufficient documentation to be appropriately assessed • does not meet eligibility Criterion 3.

Project 2:	Cook Islands High Commission, 56 Mulgrave Street, Thorndon
Applicant:	Cook Islands High Commission
Recommended Grant	\$8,000
Description:	Critical maintenance and repair including painting of the exterior to arrest damage to the building, and to make good deferred maintenance.
Officer comments:	<p>The original portion of the building was constructed in 1875-76. Additions were made early in the 20th century. The townscape value of the building is high as it is a part of a grouping of late nineteenth century buildings on Mulgrave Street including Old St Paul's and Bishops court. The building is included on the Heritage List of the District Plan.</p>  <p>The grant will:</p> <ul style="list-style-type: none"> • help to protect the heritage values of the building; and • acknowledge additional costs associated with owning a listed building. <p>Heritage buildings contribute to the city's distinct identity and enhance its sense of place (LTCCP 6.5). The project is visible and will support this LTCCP outcome.</p> <p>The grant amount recommended for this project is consistent with previous grants of a similar scale and scope. It takes into consideration the factors set out in section 5.2 of this report.</p>
Conditions	<p>The grant will be offered on the condition that:</p> <ul style="list-style-type: none"> • A conservation architect is consulted to provide conservation advice, if the project is supported by a BHIF grant.

Project 3:	Fence and wall, 194 Oriental Parade, Oriental Bay.
Applicant:	Dianna and Lesley Shand
Recommended Grant	\$3,000
Description:	Repair and repaint the distinctive wrought iron fence and gate and repair and repaint the street wall.
Officer comments:	<p>Numbers 188-200 Oriental Parade are the remaining seven houses of an original group of nine. They were designed by Wellington architect Joshua Charlesworth and were built in 1906. Joshua Charlesworth was a high profile architect who also designed the Wellington Town Hall. Number 194 is the one house of the group that remains largely unchanged. The building is listed on the District Plan.</p> <div data-bbox="719 887 1329 1688" data-label="Image"> </div> <p>The grant will:</p> <ul style="list-style-type: none"> • help to protect the heritage values of the place; and • acknowledge additional costs associated with owning a listed property. <p>Heritage buildings contribute to the city's distinct identity and enhance its sense of place (LTCCP 6.5). The project is visible and will support this LTCCP outcome.</p>

	<p>The grant amount recommended for this project is consistent with previous grants of a similar scale and scope. It takes into consideration the factors set out in section 5.2 of this report.</p> <p>No special conditions are required.</p>
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Project 4:	House, 5b St Mary Street, Thorndon
Applicant:	Daniel Pitts and Ruth Murphy
Recommended Grant	\$5,000
Description:	Restore the front aspect of the property including the verandah.
Officer comments:	<p>The three cottages at 5 St Mary Street, of which 5b is one, are fine examples of homes built for the working class during the 1870s. The two storey houses are clad with rusticated weatherboards and have corrugated iron roofs. The three houses are notable as a group within Thorndon. They represent a unique part of the early settlement pattern of the area, with narrow frontages and side boundaries. The houses are listed on the District Plan Heritage List.</p>  <p>The grant will:</p> <ul style="list-style-type: none"> • help to protect the heritage values of the building; and • acknowledge additional costs associated with owning a listed building.

	<p>Heritage buildings contribute to the city's distinct identity and enhance its sense of place (LTCCP 6.5). The project is visible and will support this LTCCP outcome.</p> <p>The grant amount recommended for this project is consistent with previous grants to properties of a similar scale and scope. It takes into consideration the factors set out in section 5.2 of this report.</p>
Conditions	<p>The grant will be offered on the condition that:</p> <ul style="list-style-type: none"> • A conservation architect is consulted for input in the design and review stages of the proposed work if supported by a Built Heritage Incentive Fund grant.

Project 5:	Building, 21 Hania Street, Mt Victoria
Applicant:	E Street Association Inc.
Recommended Grant	\$24,000
Description:	To undertake essential repair and maintenance work, including repair/replacement of steel window frames and exterior painting.
Officer comments:	The former Rehabilitation League building was constructed to the design of Edmund Anscombe in 1942 as a purpose built facility to provide for the rehabilitation of returning servicemen. The building is a fine example of the Moderne style. Its lack of decorative detailing is in part due to its construction during WW II when building materials and skilled labour was scarce. This is one of the few remaining buildings of its architectural type in Wellington. It fulfilled a unique social and historical function.



The grant will:

- help to protect the heritage values of the building; and
- acknowledge additional costs associated with owning a listed building.


Heritage buildings contribute to the city’s distinct identity and enhance its sense of place (LTCCP 6.5). The project is visible and will support this LTCCP outcome.


The grant amount recommended for this project is consistent with previous grants of a similar scale and scope. (For example: Trades Hall, 124-128 Vivian Street was granted \$30,000 in the March 2009 round). It takes into consideration the factors set out in section 5.2 of this report.


Conditions


The grant will be offered on the condition that:

- A conservation architect continues to be consulted for input in the design and review stages of the proposed work if supported by a Built Heritage Incentive Fund grant.

Project 6:	Former St Anne's Church, 77 Northland Road, Northland.
Applicant:	Kirstin Gardiner and Alan Grant
Recommended Grant	\$4,600
Description:	Repair water entry problems including replacing the roof, repairing or replacing flashings, masonry repairs, specialist coatings and timber repairs and painting.
Officer comments:	<p>The former St Anne's church is now a residence. It was designed by John Murdoch in the Colonial Gothic style and constructed in 1905. The building is included on the District Plan Heritage List.</p>  <p>The grant will:</p> <ul style="list-style-type: none"> • help to protect the heritage values of the building; and • acknowledge additional costs associated with owning a listed building. <p>Heritage buildings contribute to the city's distinct identity and enhance its sense of place (LTCCP 6.5). The project is visible and will support this LTCCP outcome.</p> <p>The grant amount recommended for this project is consistent with previous grants of a similar scale and scope. It takes into consideration the factors set out in section 5.2 of this report.</p>
Conditions	<p>The grant will be offered on the condition that:</p> <ul style="list-style-type: none"> • A conservation architect is consulted for input in the design and review stages of the proposed work if supported by a Built Heritage Incentive Fund grant.

Project 7:	Building, 84-92 Cuba Street, Wellington
Applicant:	Stephen White, One Architecture Ltd, on behalf of Century City Holdings Ltd.
Recommended Grant	\$10,000
Description:	Preparation of Conservation Plan.
Officer comments:	<p>The building at 84-92 Cuba Street, is on the corner of Cuba and Dixon Streets. It is an important landmark building within the Cuba Street Heritage Area. It is an adaptation of the Victoria Free Classical style, constructed in 1905. The architect is not known. It is listed in the District Plan Heritage List and is within the Cuba Street Heritage Area.</p>  <p>Heritage buildings contribute to the city's distinct identity and enhance its sense of place (LTCCP 6.5). The building is visible and this project will support this LTCCP outcome.</p> <p>The grant amount recommended for this project is consistent with previous grants of a similar scale and scope. It takes into consideration the factors set out in section 5.2 of this report.</p>
Conditions:	<p>The grant will be offered on the condition that:</p> <ul style="list-style-type: none"> • A conservation architect is consulted for input in the design and review stages of the proposed work if supported by a Built Heritage Incentive Fund grant.

Project 8:	House, 46 Tarikaka Street, Ngaio
Applicant:	Paul and Charlotte Delahunty
Recommended Grant	\$4,000
Description:	'Restoration, repair and maintenance of the building.'
Officer comments:	<p>The house at 46 Tarikaka Street is within the Tarikaka Street Settlement Heritage Area. The area is distinctive for the concentration of houses constructed by the NZ Railways in 1927, using standard plans that had been developed for mass production. Subtle variation was introduced by using different plan layouts, alternative roof forms and front porches. Therefore retaining the variation in elements is important in maintaining the area's distinctive streetscape.</p>  <p>The grant will:</p> <ul style="list-style-type: none"> • help to protect the heritage values of the building and the Heritage Area; and • acknowledge additional costs associated with owning a listed building. <p>Heritage buildings contribute to the city's distinct identity and enhance its sense of place (LTCCP 6.5). The project is visible and will support this LTCCP outcome.</p> <p>The grant amount recommended for this project is consistent with previous grants of a similar scale and scope. It takes into consideration the factors set out in section 5.2 of this report.</p>
Conditions	<p>The grant will be offered on the condition that:</p> <ul style="list-style-type: none"> • A conservation architect is consulted for input in the design and review stages of the proposed work if supported by a Built Heritage Incentive Fund grant.

Project 9:	Te Marama woolshed, 171 South Makara Road, Karori.
Applicant:	Michael Grace, representing Te Marama Ltd.
Recommended Grant	\$5,000
Description:	Repair and upgrade of existing woolshed.
Officer comments:	<p>The building is not included on the District Plan Heritage List; however an image of the woolshed is used as an example of rural heritage in the 'Rural Area Design Guide' of the District Plan.</p> <p>Objective 01 of the Design Guide is: "To protect important cultural and heritage features including older trees, house and other rural buildings."</p> <p>Guideline G2 states: " Retain buildings and structures with historic relevance or character including, for example, old woolsheds and features such as loading ramps and stockyards."</p> <p>This building is a rare example within Wellington City of a rural building, the type of which are rapidly disappearing.</p>  <p>The grant will:</p> <ul style="list-style-type: none"> • help to protect the heritage values of an increasingly rare building type in Wellington City; • acknowledge additional costs associated with owning a listed building. <p>Heritage buildings contribute to the city's distinct identity and enhance its sense of place (LTCCP 6.5). The project is visible and will support this LTCCP outcome.</p> <p>The grant amount recommended for this project is consistent with previous grants of a similar scale and scope. It takes into</p>

	consideration the factors set out in section 5.2 of this report.
Conditions	<p>The grant will be offered on the condition that:</p> <ul style="list-style-type: none"> • A conservation architect is consulted for input in the design and review stages of the proposed work if supported by a Built Heritage Incentive Fund grant.

Project 10:	Building, 292 Wakefield Street, Wellington.
Applicant:	Youth Hostels Association of NZ
Recommended Grant	\$5,000
Description:	Replacement of original timber windows to the historic façade of the building.
Officer comments:	<p>The building at 292 Wakefield Street is located within the Courtenay Place Heritage Area. It has been modified from its original design; however it is an important component of the Heritage Area, and contributes to a contiguous heritage streetscape on this part of Cambridge Terrace.</p> <div data-bbox="790 1070 1262 1697" data-label="Image"> </div> <p>The grant will:</p> <ul style="list-style-type: none"> • help to protect the remaining heritage values of the building; and • acknowledge additional costs associated with owning a listed building. <p>Heritage buildings contribute to the city’s distinct identity and enhance its sense of place (LTCCP 6.5). The project is visible and will support this LTCCP outcome.</p>

	The grant amount recommended for this project is consistent with previous grants of a similar scale and scope. It takes into consideration the factors set out in section 5.2 of this report.
Conditions	<p>The grant will be offered on the condition that:</p> <ul style="list-style-type: none"> • A conservation architect is consulted for input in the design and review stages of the proposed work if supported by a Built Heritage Incentive Fund grant.

5.5 Financial Considerations

This is the third of three rounds for 2009/2010. The total yearly fund is \$200,000. The recommended allocation for this March 2010 round is \$68,600.

If the allocations recommended in this report are approved by the Committee the total year's allocation will be \$199,925, of the \$200,000 total fund for the year.

5.6 Long-Term Council Community Plan Considerations

An amount of \$200,000 has been allocated to this project in the 2009/2010 financial year.

6. Conclusion

The Built Heritage Incentive Fund is a key initiative of the Built Heritage Policy and demonstrates Council's ongoing commitment to protect and conserve Wellington city's heritage.

Contact Officer: *Vivien Rickard, Principal Heritage Advisor*

Supporting Information

1) Strategic Fit / Strategic Outcome

This initiative supports Council's overall vision of Creative Wellington – Innovation Capital. It has a direct link to the Urban Development Strategy, has links with the Transport and the Culture Well-Being Strategies.

This initiative supports the strategic priority - high quality urban design. It also contributes to the delivery of other strategic priorities:

- *Protection of sense of place*

High quality urban design contributes to the following Council outcomes:

Outcome 1: More liveable – by developing and maintaining a high quality public environment

Outcome 2: Stronger sense of place – by integrating sense of place into asset management, by enhancing the role of the city as Capital, by ensuring high quality built design and by conserving the city's heritage.

2) LTCCP/Annual Plan reference and long term financial impact

\$200,000 has been allocated to this project in the 2009/2010 year.

3) Treaty of Waitangi considerations

N/A

4) Decision-Making

Not a significant decision for Local Government Act matters.

5) Consultation

a) General Consultation

Consultation has occurred as part of the development of the Built Heritage Policy.

b) Consultation with Maori

N/A

6) Legal Implications

Legal advice has been sought regarding two applications from the November 2009 Built Heritage Incentive Fund grant round. The legal advice is reported in this paper.

7) Consistency with existing policy

This initiative is consistent with existing Council policy.

APPENDIX I

Summary of Applications

Project	Total Project Cost	Grant Requested
(1) 30 Hawkestone Street, Thorndon	\$40,000	\$5,000
(2) Cook Islands High Commission, 56 Mulgrave Street, Thorndon	\$96,057	\$50,000
(3) 194 Oriental Parade. Oriental Bay	\$18,191.26	\$18,200
(4) 5b St Mary Street, Thorndon	\$22,580	\$22,580
(5) Fmr Rehabilitation League Bldg, 21 Hania Street, Mt Victoria	\$420,000	\$80,000
(6) Former St Anne's Church, 77 Northland Road	\$101,126.25	\$50,501.25
(7) Building, 84-92 Dixon Street, Te Aro	\$862,654.10	\$90,000
(8) 46 Tarikaka Street, Ngaio	\$169,077	\$25,940
(9) Te Marama Woolshed, 171 South Makara Road, Karori	\$10,000	\$5000
(10) YHA Assoc NZ, 292 Wakefield Street, Te Aro	\$57,900	\$28,950
Total	\$1,661,665.10	\$376,171.25

APPENDIX II

Past grant allocations

Built Heritage Incentive Fund Grants (November 2006)

Project	Description of Grant Component of Project	Amount Granted
Rita Angus Cottage: Thorndon Trust	Painting kitchen interior	\$1,113.75
'Boxhill,' 38 Box Hill, Khandallah: Michael M Timmer	Brick and associated wall repair, consultant fees	\$5,000
'Fernhill,' 15 Fernhill Tce, Wadestown: Jacqueline Matthews	Conservation of windows, fence, weatherboards, gate; painting	\$10,000
St Christopher's Seatoun Strathmore Presbyterian Church	Stained glass restoration and protection	\$10,000
Tower Building, 50-64 Customhouse Quay: Maurice Clark	Façade restoration: crack sealing, window & joint resealing	\$20,000
St Barnabas Church, Roseneath: The Friends of St Barnabas Roseneath Charitable Trust	Sprinklers; conservation of front entry, spire, interior porch, foyer	\$30,000
Futuna Chapel: Friends of Futuna Charitable Trust	Purchase and refurbishment	\$50,000
Victoria House Student Hostel, 276 The Terrace: Victoria House Inc.	Piling, over-cladding, timber replacement, exterior repairs, structural engineering	\$25,000
Total		\$151,113.75

APPENDIX II

Built Heritage Incentive Fund Grants (March 2007)

Project	Description of Grant Component of Project	Amount Granted
Erskine College, 25-31 Avon St, Island Bay: Save Erskine College Trust Inc.	Conservation report to guide garden restoration	\$3,426
41 Palmer Street, Aro Valley Wellington: Hamish Dahya	Painting exterior of cottage	\$2,450
Mount Street Cemetery Wellington: Roman Catholic Archbishop of the Archdiocese of Wellington	Consultant fees to review existing Conservation Plan and write new Conservation Plan	\$8,248.75
19 Simla Crescent: Amanda Rider	Conservation report to establish heritage significance	\$1,000
288 Cuba Street: Keith Powell	Restoration. Includes RC fees, conservation plan, architects fees, re-piling.	\$27,915.19
26 Stoke St, Newtown: Simon Bachler	Replacement of roof	\$20,000
Sai Centre, 8 Daniell St, Newtown: Sathya Sai Service Organisation of Wellington	Conservation plan to guide restoration and refurbishment	\$10,000
Total		\$73,039.94

APPENDIX II

Built Heritage Incentive Fund Allocations July and November 2007

Round	Project Venue	Project Description	Amount Granted
Jul-07	Sai Centre, 8 Daniell St	Strengthen & upgrade facilities at Sai Centre for safe multipurpose community use	\$40,000.00
Jul-07	St Mary of the Angels Church, 17 Boulcott St	Investigative phase of earthquake strengthening	\$10,000.00
Nov-07	1 Ranfurly Tce, Mt Cook	Work including re-piling, plaster repair, electrical work, chimney reinstatement, tile work, and painting.	\$15,000.00
Nov-07	Bristol Hotel, 127 Cuba Street, Wgtn	Structural strengthening and fire alarm and hydrant installation.	\$17,500.00
Nov-07	61 Holloway Rd, Aro Valley	Work including roof flashing and weatherboard replacement, reinstatement of baseboards, and painting.	\$3,000.00
Nov-07	Cadbury Building, 60 Ghuznee St, Wgtn	Repair and maintenance work to exterior including plaster repair, re-pointing brickwork, timber repair, waterproofing, sill flashings, sign repair and painting	\$12,500.00
Nov-07	Clarke's Buildings, 121-123 The Parade, Island Bay	Revised project: window joinery repair, recladding roof, painting in historic colours	\$12,000.00
Nov-07	St Andrews on the Terrace, 28 The Terrace	Work including roof replacement, structural strengthening, concrete repair, and interior conservation	\$40,000.00
		Total:	\$150,000.00

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Built Heritage Incentive Fund Grants (March 2008)

Project	Project Description	Amount Granted
Plimmers Emporium, 3 Plimmers Steps	Exterior repaint and concrete repairs	\$12,000.00
Cadbury Building, 60 Ghuznee Street	Structural assessment of building structure to determine seismic capacity, concept designs for earthquake strengthening, and pounding analysis phase 2	\$8,000.00
Hikitia Refurbishment Project, Hikitia Floating Heavy Lift Crane Ship	Water-blast and paint decks and lower platform	\$38,000.00
Totals		\$58,000.00

Built Heritage Incentive Fund Grants (July 2008)

Project	Project Description	Grant Proposed
(1) Green-house, Karitane Products Society, 21A Manchester Terrace, Melrose	Professional conservation advice and stabilisation and repair of an historic green-house	\$8,177.50
(2) House, 25 Ascot Street, Thorndon	Repainting the exterior of the walls and roof	\$3,500.00
(3) Building, 288 Cuba Street, Te Aro	Restoration of a nineteenth century two-storey shop and residential building including archaeological assessment, earthquake strengthening, shop front restoration, reconstruction of balcony, and installation of fire alarm system	\$17,000.00
(4) Hummingbird, 20 Courtenay Place	Conservation of building exterior including professional conservation advice, repair and maintenance, and structural engineering services for potential earthquake strengthening requirements	\$14,000.00
Totals		\$42,677.50

APPENDIX II

Built Heritage Incentive Fund Grants (November 2008)

Project	Project Description	Amount Granted
St Anne's Church Hall, 69 Northland Rd, Northland	Renovation and extension of hall, and entranceway connection to church	\$40,000.00
Gear Meat Co. Building, 130 Cuba St	Structural engineering assessment to determine earthquake strengthening requirements	\$2,500.00
Massey House, 126 Lambton Quay	Conservation plan preparation	\$16,250.00
Hannah Warehouse, 13 Leeds St, Te Aro	Strengthening report	\$1,679.06
Hazel Court, 4 Claremont Grove, Mt Victoria	Structural engineering assessment to determine earthquake strengthening requirements and assessment of cracking to columns	\$9,337.50
House, 99 Cockayne Rd, Khandallah	Repair of main entry porch glazed infill walls	\$5,612.25
Former Masonic Hall, 221 Clyde St, Island Bay	Conservation plan preparation and repairs to roof	\$20,000.00
Lawson Scout Hall, 32 Salamanca, Kelburn	Conservation plan preparation	\$8,718.75
Roundhouse, Khandallah Bowling Club, 26 Woodmancote Rd	Conservation including roof and exterior painting	\$8,672.22
House, 8 Ascot St, Thorndon	Reconstruction of stairs to front of house and interior painting	\$2,500.00
Rita Angus Cottage, 194A Sydney Street West, Thorndon	Replacement of existing boundary fence and construction of new boundary fence	\$1,777.50
Rita Angus Cottage, 194A Sydney Street West, Thorndon	Purchase of ferns to establish garden	\$1,185.00

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Granny Cooper's Cottage, 30 Ascot St, Thorndon	Re-roofing of flat roof area of cottage	\$5,179.81
Inverlochy House, 3 Inverlochy Place, Te Aro	Re-roofing and painting of the house	\$30,000.00
Total		\$153,412.09

Built Heritage Incentive Fund Grants (March 2009)

Project	Project Description	Amount Granted
(1) Formerly Liks Niteclub, 143-147 Vivian Street	Conservation work to the exterior and renovation of the interior	\$20,000.00
(2) Reid House, 191-195 Cuba Street	Structural strengthening, fire protection, and restoration of the building exterior	\$20,000.00
(3) House, 50 Tarikaka Street, Ngaio	Conservation of windows and baseboards and renovation of interior walls	\$15,000.00
(4) House, 52 Tarikaka Street, Ngaio	Resource consent fee reimbursement for alterations and additions to house	\$1,783.00
(5) House, 24 Ascot Street, Thorndon	Painting of exterior of house (excluding roof)	\$3,722.50
(6) House, 11 Salisbury Garden Court, Wadestown	Preparation and painting the exterior of the house	\$5,000.00
(7) Path, Salisbury Garden Court, Wadestown	Engineers report to identify priorities for staging work and to establish cost	\$1,050.00
(8) House, 100 Hobson Street, Thorndon	Installation of sound-proof glass to existing windows	\$20,000.00
(9) Trades Hall, 124-128 Vivian Street	Weatherproofing and installation of fire alarm system	\$30,000.00
(10) House, 24 Ascot Street, Thorndon	Replacement of foul water pipe and retaining wall on path to Tinakori Rd	\$0
Total		\$116,555.50

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Built Heritage Incentive Fund Grants (July 2009)

Project	Project Description	Amount Granted
(1) House, 16 St Mary Street, Thorndon	To restore, stabilise and support restorative work currently being carried out	\$20,000.00
(2) Greer House, 420 Middleton Rd, Glenside	To replace old rubber coated wiring and complete upgrade of electrics	\$3,456.00
(3) Hannah's Factory Apartments, 14 Leeds St, Te Aro	Maintenance and preservation plan for management of exterior over medium to long-term	\$10,000.00
(4) House, 10B Tinakori Rd, Thorndon	Preparation of prioritised work plan. Execution of identified remedial building works to eliminate causes of current problems with drains, piles, windows etc.	\$14,839.00
(5) St Michael's Anglican Church, Upland Rd, Kelburn	Repair and cleaning roof and sealing of roof tiles to church.	\$14,630.00
Total		\$62,925.00

Built Heritage Incentive Fund Grants (November 2009)

Project	Project Description	Amount Granted
(1) Augusta Apartments, 254 Willis St, Te Aro	Manufacture and testing of a prototype steel window required for the remediation of the building.	\$15,000
(2) Shed 22, Macs Bar, corner Cable St and Taranaki St, Te Aro	Critical waterproofing repairs to arrest damage to the building, and to make good the effects of the previous damage.	\$12,000 (Subject to legal advice on eligibility)
(3) St Johns Bar, 5 Cable St, Te Aro	Critical waterproofing repairs to arrest damage to the building, and to make good the effects of the previous damage.	\$15,000 (Subject to legal advice on eligibility)
(4) Jaycee Building, 99-101 Willis St, Te Aro	Determine if the building is earthquake prone.	\$6,400

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(5) St Gerard's Monastery, 75 Hawker St, Mt. Victoria	To restore strengthen and undertake remedial maintenance on St Gerard's Church and Monastery	\$10,000
(6) Erskine College, 25-31 Avon St, Island Bay	Seismic strengthening report	\$10,000 (On-hold awaiting further information.)
Total		\$68,400

Built Heritage Incentive Fund Application Guide

Built Heritage Incentive Fund Application Guide

Introduction

The Built Heritage Incentive Fund helps with the conservation, restoration and protection of Wellington's heritage-listed buildings and objects. The grants can also help meet some of the additional costs associated with owning and caring for a heritage property.

There is \$200,000 in total available for grants in 2009/10. Grants from the fund are allocated three times a year – applications close on the last working day of July, November and March.

All applications will be assessed by officers within the Council's Urban Design and Heritage Unit and reviewed by the Council's Strategy and Policy Committee. Projects that fall outside of the criteria may be referred to the Strategy and Policy Committee for further consideration at the officers' discretion.

All applications must meet the criteria listed below. Depending on the quantity and quality of applications in each funding round, priority will be given to the following:

- At-risk significant heritage buildings and objects
- Fire protection systems for residential owners
- Funding for professional services (e.g. structural strengthening reports, maintenance reports, conservation plans, archaeological sites assessments, conservation work specifications, or supervision of work, technical advice etc.)
- Projects that have high public access and/or visibility from public areas.

For advice regarding the application process and **basic** criteria questions contact the grants team - Phil Railton-Jacks, Grants Advisor: phil.railton-jacks@wcc.govt.nz, ph 801 3158

For more detailed advice on criteria and specific projects, contact Alexandra Teague, Heritage Architect: alexandra.teague@wcc.govt.nz, ph 801 3541

Criteria

Projects must meet all of the following criteria:

1. The project makes a positive contribution to achieving the Council's Strategic Outcomes as listed in the Council's LTCCP (Refer Note A below)
2. The project is within Wellington City
3. The project relates to buildings and objects listed in the District Plan or by the Historic Places Trust, or to buildings and objects identified as contributing to a heritage area
4. The project protects and enhances the heritage significance of the item concerned (Refer Note B below)
5. The applicant provides evidence of: appropriate project management, appropriate technical supervision, sufficient resources to complete the project on time, and demonstrated ability to report back on the project results as appropriate
6. The project must be for:

APPENDIX III

- A. Stabilisation, repair or restoration of original heritage fabric relating to historic buildings, structures, or objects or the remains thereof (e.g. repairs to masonry, joinery, plaster or glazing, earthquake strengthening, fire protection, protective works on archaeological sites); **OR**
 - B. Professional services (e.g. structural strengthening reports, maintenance reports, conservation plans, archaeological sites assessments, conservation work specifications, or supervision of work, technical advice etc.); **OR**
 - C. Reimbursement of Council resource consent fees for approved conservation work requiring a resource consent as well as changes to a listed item which does not affect its heritage values
- 7. The applicant is the owner or part owner of the heritage building or object (e.g. a private owner, charitable trust including church organisations). The Crown, Crown entities, District Health Boards, Community Boards, Council Controlled Organisations and Council Business Units are not eligible for funding
 - 8. For any applications for funds over \$5000 a heritage report or advice from a suitably qualified conservation professional must be provided or budgeted for in the proposal

Note A

In particular, projects are considered relevant if they contribute to the following outcomes in the 'Long Term Council Community Plan' (LTCCP):

- 6.5.3 Built Heritage Development. In order to promote Wellington as a place that celebrates its landmarks and heritage, we work to help protect and restore the city's heritage assets.

The fact that a building is listed means that it has heritage significance and hence its repair and restoration provides a positive contribution to achieving the Council's Strategic Outcomes around supporting a 'stronger sense of place'.

Note B

Heritage significance refers to the cultural heritage value of a place. It is a concept used in establishing the value of places. The *ICOMOS New Zealand Charter for the Conservation of Places of Cultural Heritage Value* defines cultural heritage value as 'possessing historical, archaeological, architectural, technological, aesthetic, scientific, spiritual, social, traditional or other special cultural significance, associated with human activity'. (Section 22 Definitions).

Grant Conditions

Council will reserve the right to impose conditions when approving grants under this funding policy, as set below:

- 1. Grants will be subject to the availability of funds in any particular financial year
- 2. One grant only will be considered for each project
- 3. Staged availability of monies may be agreed as a condition of a grant
- 4. Where a grant has been approved for a conservation report or other professional report, payment will be made following a peer review of the report by Council or a designated consultant
- 5. All proposed work should be in accordance with the conservation principles set out in the *ICOMOS New Zealand Charter for the Conservation of Places of Cultural Heritage Value* available on line at: http://www.icomos.org/docs/nz_92charter.html

APPENDIX III

6. The amount of funding available for projects involving only construction costs, such as earthquake strengthening, will be based on a percentage of the value of the conservation improvements. This will be up to 50% of the cost of the work to a maximum of \$80,000
7. Funding for conservation reports, technical advice and for domestic fire protection systems will be generally up to a maximum of \$10,000
8. Grants will only be assessed as a percentage of the heritage conservation component of a project, not of the total project cost. The grant assessment is at the sole discretion of the Council
9. Grants will only be available for uplifting for a period limited from 18 months from the date of written approval unless the Council expressly extends this period for special circumstances
10. Grants of \$50,000 and over may require a memorandum of encumbrance to be registered on the relevant title(s) to ensure retention of the building
11. Grants are payable on completion of the agreed works to a standard approved by the Council Heritage Advisor and the registration of any encumbrance

How to Apply

- Fill in the Built Heritage Incentive Fund **Application Form** – you have two options:

1) PDF File – labelled ‘Application Form Hard Copy’ – this needs to be printed off and filled in by hand.

2) Microsoft Word document – labelled ‘Application Form Electronic’ – this can be downloaded from our website:

- Click on **Application Form Electronic**
- Click **Save** and save the document onto your computer
- Open up the document and type your answers to the questions
- Save as you go, then print out the finished document, sign it, and add the attachments requested. We do not accept emailed applications.

Note: The document is protected, which means that you can only type into the areas that are shaded grey, or click on grey boxes to mark them. If you have any problems formatting the document then contact the Grants Team for assistance.

- Please do not bind your application or enclose it in a folder of any sort as it will need to be photocopied.
- Make a copy of the application for your own records.
- Completed applications (along with the attachments required) must be **received** by the grants co-ordinator before 5pm on the closing date. Late applications will not be considered

Assessment Process

- Within 2 weeks of the closing date you will receive a letter to confirm your application has been received
- In the 6-8 weeks following the closing date you may be contacted by the Heritage Advisor or a member of the grants team for further information, or to discuss your project
- Approximately 6-8 weeks after the closing date the Council's Strategy and Policy Committee will meet to decide who will be funded and to what level. This is a public meeting.
- The grants team will write to all applicants within a few days of the committee meeting to let them know the outcome
- If you are successful you will be sent a funding agreement to sign and return
- Payment of a grant will be made once the project has been completed satisfactorily and any conditions met
- Strategy and Policy Committee decisions cannot be appealed, as decisions are final
- Any complaints about the grants process need to be made in writing to the Director, Citizen Engagement within 14 days of the date of the letter of notification of grants results

Application Form

Make sure that your application clearly explains the need for the project and how it fits with the purpose of the fund. It is up to you how much detail you provide but you should try to answer all the questions concisely and aim to keep the document within 6 pages.

Budget

Your budget must clearly show all income and expenditure relating to the project. We need to see the full cost of the project even if you are only requesting the cost of a specific item.

GST

Show your project costs using columns: *Net cost / GST component / Gross cost*

If you are registered for GST

- The amount you request should be GST exclusive, as GST can be added to your grant. A tax invoice will be required if a grant is approved. (i.e. If a grant of \$1000 is approved, you will send us an invoice for \$1125, being the \$1000 grant plus GST of \$125.)

If you are not registered for GST

- You should apply for the true cost of project which may include GST costs you have incurred
- GST will not be added on top of your grant as you are not registered, and what you are given recognises that you have incurred GST costs.

Income

- List all other income that has been or will be received for the project.
- List any other grants that have been (or will be) applied for, and note the date that you expect to know the outcome of each application.

Expenditure

- **Budget items should be supported by formal quotes.** All quotes should clearly show whether GST is included or excluded.

APPENDIX III

- If the budget include professional fees, specify the hourly rate and how many hours are required

In-kind Sponsorship

- If you are receiving any in-kind sponsorship please list this separately at the bottom of your budget.
- If your organisation is contributing resources other than a cash amount towards the project, please note your contribution separately and NOT as both income and expenditure.

Other Funding

The Council is unlikely to ever be the sole funder for any project so a contribution from the applicant and evidence of effort to find other sponsors or sources of funding is important.

The **NZ Historic Places Trust** website includes information on funding sources – see <http://www.historic.org.nz/heritage/funding.html>.

Lottery Environment & Heritage Fund

This committee makes grants for projects that promote, protect and conserve New Zealand's natural, physical and cultural heritage.

See <http://www.cdgo.govt.nz/available-grants/>

Fundview, a database listing a wide range of potential funders, can be viewed for free at Wellington Central Library and branch libraries and Citizen Advice Bureaux.

See www.fis.org.nz.

If you have a WCC library card you can access Fundview from anywhere: go to www.wcl.govt.nz then click on 'Online Database > Community and Funding > Start Fundview >' then type in your library card number and name.