



SEISMIC STRENGTHENING FUND

Purpose

This fund offers financial assistance towards seismic upgrades to recognised heritage buildings located within the City Centre Heritage Area. The buildings identified as priority heritage resources within the *Invercargill City Centre Heritage Strategy* will be prioritised.

Total annual funding available is \$50,000.

Funding is available for two categories of work:

- i. **Professional advice**
 - ISA or DSA reports
 - Conservation reports, plans and specifications
 - Structural engineering plans
- ii. **Strengthening works**
 - Provision, fitting and fixing of all materials for the structural strengthening works, including labour and equipment
 - Associated preliminary and general costs, materials and for carrying out the structural strengthening works

Details

Funding applications (including supporting documents) must be made before work commences and the project must be completed within 12 months of funding approval.

Grants will typically be a percentage of work to a specific dollar value, or covering a specific component of work. Applicants are expected to demonstrate a significant level of their own contribution to the project with matching funds.

Grants are not available for strengthening works already undertaken.

Grants are not paid until the work is complete, has been reviewed by Council staff, and a report has been provided

to Council documenting proof of paid invoices, receipts, and photographic evidence of completed work if applicable. However, in exceptional circumstances progress payments may be made upon receipt of paid invoices.

Application Process

The application deadline is **5 April 2024**. We encourage you to get in contact early, even if you are not ready to submit your application, as we anticipate there will be a strong demand for the funding. All applications will be acknowledged within five working days of receipt.

Applications will be checked to ensure they have been completed correctly and sufficient detail has been provided. Where applications are considered incomplete or deficient, they will be returned to the applicant for further information or clarification, and the applicant will be given a set period of time to respond.

An on-site meeting may be required prior to considering the application.

The City Centre Heritage Subcommittee will consider applications in early May 2024. Successful applicants will be notified within five working days of the decision.

How will successful applications be selected?

Funding will be prioritised by the following criteria:

- The heritage values that will be protected by the project
- The availability of other funding sources
- Contribution to the re-use of buildings
- The likely benefits/outcomes of the projects, including community benefits
- The visibility of the project and public accessibility

- Evidence of significant capital investment by the owner
- The degree to which the project exhibits sound heritage management planning (i.e. input from a qualified heritage professional)

How to Apply

Applications from tenants must have written approval and support from the building owner.

Any applicable consents must be obtained before application for funding can be considered.

Any applicable correspondence with Heritage New Zealand Pouhere Taonga must have taken place before application for funding can be considered.

One application per property will be considered each funding round.

There are separate applications for the two categories.

Completed application forms (including supporting documents) can be:

Emailed to: **heritage@icc.govt.nz**

Posted to: **Invercargill City Council
Heritage Funding – Attention Shannon Baxter
Private Bag 90104
Invercargill 9840**

Delivered to: **Helpdesk
Invercargill City Council
101 Esk Street
Invercargill**

If you have any questions, please contact Council's Heritage and Urban Design Planner, **Shannon Baxter**, at **heritage@icc.govt.nz** or **03 211 1777**.

Limitations

The following conditions apply to any assistance given:

- a) Acceptance of technical advice from the Council's Environmental and Planning Services staff may be a condition of acceptance.
- b) Work may be inspected by a representative of the Council's Environmental and Planning Services staff before payment will be made.
- c) Grants must be uplifted within two years of approval being given, otherwise they will be deemed to be withdrawn and applicants will need to reapply.
- d) Information supplied as part of this application may be made publicly available, and if successful, may be used for publicity purposes.

Please note: Additional conditions may be imposed at the discretion of the Invercargill City Centre Heritage Subcommittee.

Invercargill City Centre Seismic Strengthening Fund Application



Category - Professional Advice

1. Applicant details

1.1 Name:

1.2 Contact address:

1.3 Phone - Home:

Mobile:

1.4 Email:

1.5 Provide a brief description of the work you are requesting funding for:

2. The building

2.1 Building address:

2.2 Building owner name and contact details (if different to applicant):

2.3 What is the building currently used for? Will this use change? (If so, please explain):


3. Your project


3.1 Briefly summarise the main construction characteristics of the building, being sure to note foundations, structural framing, façade, and roof elements:

3.2 Summarise your overall upgrade objectives for the building:

3.3 Briefly outline the professional advice you seek funding for, including the name of your chosen advisor:

3.4 Briefly describe how you chose the advisor, including any relevant experience they have with work similar in scale and type to yours:

 **3.5** Attach a summary of recent projects undertaken by the advisor, including their role within the project.

 **3.6** Attach a summary of the advisor's qualifications.


3.7 Briefly outline any structural, heritage, or architectural advice you have already received:

3.8 When does your advisor plan to begin your seismic reporting?

3.9 When does your advisor plan to complete your seismic reporting?

3.10 Upon completion of your seismic reporting, when do you intend to begin your upgrade works?

4. Funding

 4.1 Please attach the following documents:

- a) Recent fee proposal that includes an itemised scope of services for the advice you are seeking funding for.
- b) Evidence you can meet or bridge the full cost of the advice you are seeking funding for.

4.2 Total cost of advice: \$

4.3 How much funding are you seeking from this fund? \$

PLEASE NOTE:

Seismic reporting projects can receive up to 50% of professional advice costs to a maximum grant of \$10,000.

4.4 Contribution of owner: \$

4.5 GST number (if applicable):

5. Declaration

I confirm that the details supplied in this application are true and correct to the best of my knowledge, and agree and understand that:

- Compliance with all applicable regulatory requirements is the responsibility of the applicant.
- The property will be made available for inspection of the heritage values and the proposed works.
- The applicant will provide further information as required to substantiate or assess the case for funding.
- The grant will be paid upon completion of the proposed works. The applicant will report back to Council within one month of the completion of works, providing proof of paid invoices and receipts.
- Works must be completed within 12 months of the successful application.
- No material information has been deliberately omitted or withheld from this application
- Information supplied as part of this application may be made publicly available, and if successful, may be used for publicity purposes.

Status (owner/agent):

Signature:

Date:

LATE APPLICATIONS WILL NOT BE ACCEPTED