

INVERCARGILL CITY CENTRE

BUILT HERITAGE FUND

Purpose

This fund offers financial assistance towards the maintenance, protection, conservation and adaptive re-use of the priority heritage resources identified in the *Invercargill City Centre Heritage Strategy*, as well as Heritage New Zealand Pouhere Taonga listed buildings throughout the District with demonstrable community value.

Locally significant buildings located within the City Centre Heritage Area (CCHA) can apply for funding towards façade enhancement work.

Funding is available to:

A. Priority heritage resources and Heritage New Zealand Pouhere Taonga listed buildings with demonstrable community value for:

i. Essential works (maintenance, repairs, structural works, and code upgrades) that respect the heritage of the building.

- Maintenance (i.e. façade cleaning, gutter replacement)
- Specific “like with like” material replacement/maintenance projects that protect the integrity of heritage buildings
- Painting (needs to be in keeping with the era of the building and within the approved ICC Colour Palette for Heritage Buildings)
- Repairs to or restoration of architectural details and masonry work
- Parapet, balustrade or pilaster reinstatement
- Verandah refurbishment
- Window and glass replacement
- External decorative lighting
- Removal of redundant signage
- New signage
- Relocation of equipment off façade (i.e. air conditioning units or ductwork)

- Upgrades to building to meet code/regulation standards to enable contemporary use of heritage places, for example, fire and access provisions
- Emergency or protective works to protect heritage fabric

ii. Adaptive re-use projects that respect and retain the building’s heritage significance.

B. Recognised heritage buildings within the CCHA for:

- Façade cleaning
- Crack repair
- Painting (needs to be in keeping with the era of the building and within the approved ICC Colour Palette for Heritage Buildings). A swatch test will be required before painting commences.

Details

Funding applications must be submitted before work commences, unless previously discussed with Council’s Heritage and Urban Design Planner and, unless previously agreed, 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 works already undertaken, unless previously discussed with Council’s Heritage and Urban Design Planner.

Grants are generally not paid until the work is complete and a report has been provided to Council documenting proof of paid invoices, receipts, and photographic evidence of completed work. However, in exceptional circumstances progress payments may be made upon receipt of paid invoices.

Application Process

Applications for this fund close on 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.

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
- Contribution to the re-use of buildings
- The likely benefits/outcomes of the projects, including community benefits
- Demonstrable community value
- The urgency of the project
- 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)
- Any outstanding work remaining from previous funding rounds

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.

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:

- 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 Built Heritage Fund Application



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 property

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** Work for which assistance is sought (please use photos or other attachments to illustrate):

a) Detailed description of project:

b) Proposed remedial work (include drawings and specifications where relevant):

3.2 When do you intend to begin the work?

3.3 When do you expect to complete the work?

3.4 Who will be supervising the project?

 **3.5** Have you contacted Heritage New Zealand Pouhere Taonga regarding your project? If so, please attach correspondence. If not, please explain:



3.6 Please attach any letters of support from conservation professionals on the appropriateness of the work being undertaken.

3.7 Will you be employing a conservation/heritage architect? If so, please note their name and company:

3.8 Does this work require any types of consents and, if so, do you currently hold these consents? Please detail:

3.9 Is there any additional information that you wish to be considered with your application?

4. Funding



4.1 Provide an itemised breakdown of the project costs below and attach **quotes** for each of the works specified:

Description	Cost
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total cost of project (GST excl)	\$

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

PLEASE NOTE:

Projects with a total cost less than \$20,000 (GST excl.) are eligible to receive up to 80% of total cost.

Projects with a total cost more than \$20,000 (GST excl.) are eligible to receive up to 50% of total cost.

4.3 GST number (if applicable):

4.4 What will happen to the project if you do not get the full amount you applied for?

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 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.

Print name:

Status (owner/agent):

Signature:

Date:

LATE APPLICATIONS WILL NOT BE ACCEPTED