

Whangarei District Council Meeting

Supplementary Agenda

Date: Thursday, 13 December, 2018

Time: 10:30 am

Location: Council Chamber
Forum North, Rust Avenue
Whangarei

Elected Members: Her Worship the Mayor Sheryl Mai
(Chairperson)
Cr Stu Bell
Cr Gavin Benney
Cr Crichton Christie
Cr Vince Cocurullo
Cr Tricia Cutforth
Cr Shelley Deeming
Cr Sue Glen
Cr Phil Halse
Cr Cherry Hermon
Cr Greg Innes
Cr Greg Martin
Cr Sharon Morgan
Cr Anna Murphy

For any queries regarding this meeting please contact
the Whangarei District Council on (09) 430-4200.

6. Decision Reports

6.9 *Recommendation from the Community Funding Committee* 1

7. Public Excluded Business

7.3 *Kerbside Recycling Collections*

6.9 Recommendation from the Community Funding Committee

Meeting: Whangarei District Council
Date of meeting: 13 December 2018
Reporting officer: C Brindle (Senior Democracy Adviser)

1 Purpose

To consider a recommendation made by the Community Funding Committee on 12 December 2018.

2 Recommendation

That having considered the recommendation of the Community Funding Committee 12 December 2018, Council:

1. Approve a grant of \$163,000 from the Partnership Fund to Whangarei Museum and Heritage Trust (Kiwi North) for their heritage buildings conservation project.

3 Background

The Community Funding Committee considered a number of reports at their meeting on 12 December. Any recommendations outside of the Committee's delegation are reported to Council for consideration.

The Committee considered one report that was outside of their delegation, an application for funding from the Whangarei Museum and Heritage Trust (Kiwi North). The report (including attachments) is attached.

The recommendation to council from the committee was:

Item 4.3 Partnership Funding – Kiwi North Heritage Buildings Project

'That the Committee recommend to Council to:

2. Approve a grant of \$163,000 from the Partnership Fund to Whangarei Museum and Heritage Trust (Kiwi North) for their heritage buildings conservation project.'

4 Discussion

Council are asked to consider this matter as extra-ordinary business at today's meeting as to delay decision making until the next scheduled council meeting in February may unnecessarily delay the applicant's project.

5 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via agenda publication on the website.

6 Attachment

Item 4.3 – Partnership Fund – Kiwi North Heritage Buildings Project

4.3 Partnership Fund – Kiwi North Heritage Buildings Project

Meeting: Community Funding Committee
Date of meeting: 12 December 2018
Reporting officer: Cindy Velthuizen, Community Funding Officer

1 Purpose

To consider an application to the Partnership Fund from Whangarei Museum and Heritage Trust (Kiwi North) for their heritage buildings conservation project.

2 Recommendation/s

That the Committee recommend to Council to:

1. Approve a grant of \$163,000 from the Partnership Fund to Whangarei Museum and Heritage Trust (Kiwi North) for their heritage buildings conservation project.

3 Background

The Partnership Fund was established late 2018 following Long Term Plan deliberations.

Whangarei Museum and Heritage Trust (Kiwi North) are seeking funding to support their heritage building project, as per their previous submission to the Long Term Plan.

Some figures have been rounded for ease.

4 Discussion

Kiwi North are requesting support for conservation works of the heritage buildings Clarke Homestead and the Oruaiti Chapel. They have already secured \$90,000 from other funders for these works.

The request is in two parts:

1. Clarke Homestead and outbuildings – \$150,000

This is seeking leverage funding of \$150,000 to enable an application to Lotteries Environment and Heritage Fund in early 2019. Lotteries require a minimum of 33% contribution from other sources, but due to the highly-contested nature of this Fund, a contribution of 50% is preferred.

Kiwi North have \$45,000 provisionally approved for this from the Stout Trust.

The total project cost is \$343,000. Works could commence immediately in stages.

2. Oruaiti Chapel - \$13,000

This is seeking completion funding, with Kiwi North already having secured \$45,000 from other funders (Lotteries, Foundation North, and the Sir John Logan Campbell Estate Trust). The total project cost is \$58,000, and works could commence immediately.

Kiwi North state that both works are essential and urgent – that the loss of building integrity and the closure of these buildings is imminent. The need for these works is supported by the 2006 Salmond Reed Architects conservation plan and the 2016 Reynolds Associates cyclical maintenance plans, and is endorsed by the Kauri Museum, Heritage New Zealand, and Museums Aotearoa.

In addition to the urgency of the works, confirming funding is also a matter of urgency for Kiwi North. Lotteries funding is only offered twice per year, with the next round closing in March. Kiwi North therefore need to have the bulk of the project funding confirmed before they can submit their application to Lotteries.

Kiwi North's \$90,000 of other funding already confirmed is also potentially at risk, if the project is not able to be realised due to delays in completion funding.

The impact on visitor numbers and income for Kiwi North is not quantified. However, Kiwi North do cite plans for being able to increase the visitor experience and therefore increase revenue. It also aligns well with other Kiwi North development plans to make best use of this unique amenity.

Kiwi North is well-placed to manage this level of funding and the delicate nature of this heritage project.

4.1 Financial/budget considerations

The Partnership Fund budget for the 2018-19 financial year is \$300,000. Kiwi North are requesting \$163,000. The balance of \$137,000 is expected to be sufficient for the remaining six months of the financial year, given the expected level of readiness in the community at this time.

4.2 Policy and planning implications

Whangarei Museum and Heritage Trust meet the criteria and objectives of the Partnership Fund (refer attached fund guide).

4.3 Risks

Kiwi North is a key district amenity and the preserver of our district's heritage. As such there are risks if funding is not approved:

- asset loss
- reputational
- economic
- not meeting heritage class obligations

- not meeting museum collections care responsibilities.

Comparatively, risks associated with approving this funding to Kiwi North are minimal and these are managed through existing conditions for all grants given, such as the need to return funds should the project not proceed.

5 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via [Agenda publication on the website.

6 Attachments

1. Partnership Fund criteria
2. Kiwi North application

Available on request:

- The Reynolds Associates condition/maintenance reports – large documents, previously provided to Council

Available to the Committee on request:

- Quotes/costings – commercially sensitive

Partnership Fund Guide

The Partnership Fund is part of Council's community funding scheme and aligns with our community development framework.

It was established in October 2018 following consultation with the community on Council's Long Term Plan.

Purpose

The purpose of the Partnership Fund is to support the development of community facilities by community groups. Council wants to support projects on a shared contributions basis, supplementing funds raised by communities for their facilities.

Who can apply

Community groups wishing to apply will need to be a legal, not-for-profit entity such as an incorporated society or charitable trust, or apply under the umbrella of such an organisation.

Applicant groups must be able to demonstrate:

- Strong community support for the project and a mandate to act on the community's behalf. A community could be a geographical community or a community of interest.
- The positive impact on the community the project will bring, and that the benefits are tangible, well supported and welcomed.
- A strong need for the facility by the community.
- At least one third (33%) of funding in place for the project (or demonstrable financial support from other sources if Council were to commit support), or demonstrable the ability to secure it to Council's satisfaction in the case of a seed funding application.
- Strong project planning and documentation in place.
- Strong governance and the ability to deliver.

What can be funded

The Fund is intended for:

- Leverage funding (seed capital) to enable community groups to source other funds (excludes feasibility studies);
- Capital works funding to complete or support actual construction or project completion.

The priority for the Fund is for community buildings. However, there is scope for some other capital works that have tangible, wide community benefit.

The type of facilities envisaged for the Fund include but are not limited to:

- Social enterprise hubs
- Artisan workshops
- Rural craft centres
- Community centres/hubs
- Multi-sport recreation complexes
- Tourism facilities
- Other initiatives such as broadband connectivity that support community development.

What can't be funded

Feasibility studies – It is expected that feasibility studies will already have been completed (where necessary) before applying to this Fund.

Generally, funds will not be considered for remedial works to existing community facilities.

How much is available

Council's budget for the Partnership Fund is \$300,000 in 2018/19 and \$400,000 annually thereafter.

Generally, a maximum of \$150,000 will be allocated to any one project or group, but Council may grant more at their discretion for significant projects.

It is important to note that being given seed capital funding is not a guarantee of further funding from Council to see the project to completion.

When to apply

Applications to the Partnership Fund can be made at any time. You should be well advanced in your project planning to be able to submit a sound application with all the required documentation. Talk to your ward councillor(s) and/or council staff early and often as you develop your project.

There is a time limit of four years for completion of the project from the point that funding is confirmed.

How to apply

Before preparing your application, make an appointment with the Community Funding Officer to talk through your project and to ensure you are eligible.

Your completed application should include:

1. Community Funding application form
2. Business Case with evidenced community support
3. Business Plan with the following elements:
 - i. Fundraising plan
 - ii. Project management plan
 - iii. Timelines/milestones
 - iv. Council funding drawdown plan
 - v. Project completion deadline
 - vi. Asset lock consideration to protect the community asset
 - vii. 33% or more contribution to the project cost

The application will be reviewed by staff who will liaise with you as needed. It will then be referred to a committee of Council for decision. You should allow three months for a decision.

Contact

Contact Whangarei District Council's Community Funding Officer on phone 09 430 4200 or email mailroom@wdc.govt.nz.

Kiwi North – Heritage Conservation Project

Partnership Fund Application



Community Funding Application Form

If you need help to complete this application form or would like to discuss your application, please contact the Community Funding Officer well before the closing date of the round you are applying to. Call 09 430 4200 or email funding@wdc.govt.nz to make an appointment.

Application summary	
Organisation name	Whangarei Museum and Heritage Trust - Kiwi North
Amount requested	\$ 162,974 (across 2 projects)
Project name	Heritage Buildings Conservation Project

Section 1: Applicant Details	
<i>Tell us about your organization/group</i>	
Group's postal address	PO Box 10135, Te Mai , Whangarei
Postcode	0143
Group's bank account name:	Whangarei Museum and Heritage Trust
Group's bank account number:	12-3099-0371883-00
Group's GST number	097-128-758
Describe your group's purpose (e.g. "to provide mobility aids for the disabled in Northland")	
To acquire and care for collections with a natural human history focus reflecting the interaction between those histories in Northland. To make these collections accessible to our community .	
Who are your group's main contact(s) for this funding application?	
Primary contact's name	Linda Ace
Position in group	Director - Strategy and Finance
Email	finance@kiwinorth.co.nz
Daytime phone number(s)	09 438 9630
Second contact's name	Allie Fry
Position in group	Director - Operations
Email	allief@kiwinorth.co.nz
Daytime phone number(s)	09 438 9630

Section 2: Eligibility

Have you received funding from Whangarei District Council in the last three years?

☐ No

☒ Yes – if yes, ensure you have completed your grant reports and have met your grant obligations.

Does your group have a legal status?

☒ Yes – please provide:

- Your incorporated society or charitable trust registration number.
- A copy of your latest statement of financial performance
- Evidence of your bank account details.

☐ No* – you will need to either:

- Gain legal status (see <http://www.societies.govt.nz/cms/customer-support/faqs>), or
- Apply under the umbrella of a group that does (refer below).

*Umbrella Group Guarantee

Applicants that are not a registered charitable trust or incorporated society must apply under an umbrella group that is.

An umbrella group knows the applicant well and is willing to vouch for them and their project, and are prepared to accept legal liability and responsibility.

Grants are paid to the umbrella group for disbursement to the applicant in accordance with the grant agreement.

If the grant conditions are not met, Council may request the grant monies to be returned and/or may place restrictions on granting funds to the applicant and the umbrella organisation in future.

The following section is to be completed by an authorised officer of the umbrella group.

Umbrella group name	
Society or trust number:	
Contact person	
Email	
Daytime phone number(s)	
GST number (or n/a)	
I confirm that our organisation is willing to guarantee and receive any monies granted to:	
Applicant organisation:	
Project name:	
Signature	
Date	
<u>Please provide</u> evidence of umbrella group's bank account details and a copy of the latest financial statements.	

Section 3: The Project

Tell us what you want to do – Who, What, When, Where, Why, How

Describe your project in terms of the following:

Name of project	Heritage Buildings Conservation Project
Amount requested	\$ 162,974 (for 2 projects #1: \$150,000 + #2: \$12,974)
When will this take place?	From Dec 2018, depending on funding success and contractors.
Where will this take place?	Kiwi North - Heritage Park grounds, Whangarei.
Who and how many people will benefit?	All current and future local community - making sure these heritage buildings are still standing and accessible. Minimum 100,000 .

Ethnicities of likely beneficiaries of this project – tick as appropriate and include a percentage estimate for each that you think will benefit from this project:

<input checked="" type="checkbox"/> NZ European	Estimate %: 20
<input checked="" type="checkbox"/> Maori	Estimate %: 20
<input checked="" type="checkbox"/> Pacific Peoples	Estimate %: 20
<input checked="" type="checkbox"/> Other European	Estimate %: 20
<input checked="" type="checkbox"/> Asian	Estimate %: 20
<input type="checkbox"/> Middle Eastern/Latin American/African	Estimate %:
<input type="checkbox"/> Other ethnicity	Please specify: _____ Estimate %:

Area of work

To help us understand where support is being requested, please select which of the following relate most closely to your project.

- ☒ **Arts and Culture** – Projects and activities that facilitate education and enjoyment of the arts and of culture for the people of our District.
- ☒ **Heritage and Environment** – Projects and activities that preserve and promote the heritage of our District and that protect and enhance the environment in which we live.
- ☐ **Recreation and Sport** – Projects and activities that enable participation and engagement in recreation and sport for people in our district of all abilities, ages and life stages.
- ☒ **Community Connectedness and Wellbeing** – Projects and activities that strengthen community cohesion and connectedness in ways that cultivate healthy, happy and positive relationships across our District.

Tell us about your request in the following questions. Be succinct and clear.

The Idea – Briefly explain what it is that you want to do:

Council funding is needed to enable essential conservation works to be completed on two unique heritage buildings - Clarke Homestead and its outbuildings, and the Oruaiti Chapel. We have secured partnership funding for both projects, but need Council funding to ensure both projects progress, & that we have the deposit level needed to submit to Lottery funding. Overview:

#1 Clarke Homestead & outbuildings - we have \$45k provisionally approved. Seek \$150k LEVERAGE funding, so we meet threshold 33% deposit level to be able to apply to Lottery E&H in March 2019 for balance of funding required.

#2 Oruaiti Chapel - have \$45k in total approved. Seek \$12,754 as COMPLETION funding. Total sought \$162,974. Refer attached project outlines, budget overview and timelines.

The Need – How do you know there is a need for your project, programme or service?

Building assessments completed on both heritage buildings in 2016 by Reynolds and Associates - report completed, confirming current condition, the historic and cultural significance of these Heritage NZ class II buildings, and what works are required to conserve buildings.

Refer Reynolds and Associates reports for detail of works required.

Refer project outlines for details - Clarke Homestead, and Oruaiti Chapel.

Refer Letters of support - from Heritage NZ and also Kauri Museum, Matakōhe.

The Impact – What difference will your project make?

Works will conserve the buildings, protect and reduce long term damage from water damage, weather, deteriorating building cladding and materials, to ensure they will still exist for current community and future generations to enjoy. Delays in works mean deterioration continues at a faster rate, risking permanent closure due to ultimate loss of building integrity. Doing works in one project in full, will allow logical and best use of contractor time and minimise ongoing maintenance costs in the long term.

Both buildings have significant heritage and cultural importance to Whangarei city - are part of our sense of place and the stories that go with them of the early settler families.

Loss of building structure is looming if funding is not provided.

Refer project outlines for each building and outcomes with funding support for the project.

Your Readiness – What controls and checks do you have in place to manage the funding?

We already have partnership funding approved for each heritage project which is clearly identified and held in tagged funds in our accounting management reporting. Reporting is provided to the trustees each month. Financial records are audited annually.

We have undertaken and managed a range of large capital projects successfully in the last four years, with accountability completed for funding as required.

We have clear process for authorising project invoices and use of project funding, and progress reporting against budgets.

<p>Your Readiness – How ready is your organisation to deliver the project, programme or service?</p> <p>We have had the project costed by local building contractor who is aware and ready to get underway as soon as funding is arranged for the project. The Chapel project is ready to get underway first - late 2018/early 2019, whilst further funding is secured for the Homestead works component with Lottery E&H in early 2019.</p> <p>Homestead project can be staged - complete work on outbuildings first utilising the partner funding already held, and council funding portion.</p> <p>Whilst Lottery submission is being considered, we will be able to start on the removal /pack of moveable artefacts/collection items to off site storage. Works can then proceed in late 2019.</p>
<p>Collaboration – Who will you work with to deliver your project, programme or service?</p> <p>Funders involved - Lottery E&H, Stout Trust, Sir John Logan Campbell Estate, Foundation North, WDC Partnership Fund.</p> <p>Local contractors - builders, & suppliers, storage services, collections packaging suppliers.</p> <p>Labour resourcing - existing staff (part time) who can extend hours to assist with collections artefacts work on short term contract basis and volunteers after training has been given around certain areas of preparation works (packing and removal of collection items to storage). Supervised by specialist museum professional - short term contract.</p> <p>Heritage expertise - Heritage NZ, Northland, Reynolds and Associates.</p>
<p>Your Approach – How will you demonstrate value for money and the impact of your work?</p> <p>Project costs for building work - local building contractor who has Heritage NZ recommendation as suitable to work on the Heritage NZ buildings has provided costing for the works. Reynolds and Associates report was provided giving full detail of works required. Once funding is confirmed for each project, pricing will be confirmed, timeline of works agreed with contractor.</p> <p>Impact of work - buildings work will be completed progressively, photos taken to show progress, update to community via newsletter, social media etc.</p> <p>Visual impact will be readily seen of the improvements in the buildings as works are completed, giving much needed protection to the building's interior and artefacts when put back into Homestead. Chapel and Homestead will be able to be enjoyed by community.</p>
<p>Your Approach – How does your project, programme or service meet best practice and is it evidence based?</p> <p>Our approach is that the condition of these heritage buildings has been deteriorating, and in 2016 an objective assessment was completed by Reynolds and Associates, and detailed reports provided on both heritage buildings. Each report detailed specifically the conservation work that was required to prevent further damage to the building structure. Reports included the detailed background of the buildings and its current condition – exterior and interior, and also the various conservation building works that need to be completed to ensure its long-term protection. And follow up housekeeping tasks once completed.</p> <p>The works proposed accord with standards of ICOMOS New Zealand Charter for Conservation – refer Reynolds and Associates report dated October 2016.</p>

Section 4: Project Budget

Provide a full list of your project income, fundraising and expenses. If your budget is detailed, provide a summary below and attach your budget separately.

Are you registered for GST?	<input type="checkbox"/>	No – your budget figures must <u>include</u> GST where applicable
	<input checked="" type="checkbox"/>	Yes – your budget figures must <u>exclude</u> GST where applicable
GST number	097-128-758	
Project income e.g. ticket sales 50 x \$10 = \$500.	Amount	
#1 Homestead - Stout Trust (provisional approval)	\$ 45,000	
#2 Chapel - Lottery E&H , Sir John Logan Campbell Estate	\$ 35,000	
#2 Chapel - Foundation North	\$ 10,000	
#1 Homestead - Lottery E&H (March 2019) Future submission	\$ 147,966	
Total of other grants and donations	\$ 237 966	
Own contribution / fundraising	\$	
(A) Total Income expected	\$ 237 966	
In-kind support – please list e.g. volunteer numbers, estimated hours work, plus any donated materials, equipment		
Volunteer Numbers: 3 Estimated Hours Work: 300		
Due to specialised nature of the project, there is limited scope for volunteer contribution. Where able, we will utilise this resource.		
Total project costs Include <u>all</u> your project costs. e.g. materials, venue hire, promotion, equipment hire, personnel costs. If you have quotes, please attach them. You may be requested to provide quotes as evidence of some costs.		
#1 Homestead/outbuildings conservation building works - Contractor	\$ 302 379	
Labour resource, packaging materials for artefact care, packaging	\$ 38,000	
Storage costs for artefacts - offsite 7mths whilst works completed.	\$ 1587	
Homestead Project -Heritage Consult - Reynolds Associates	\$ 1000	
#2 Chapel - conservation building costs Contractor	\$ 57 274	
Chapel project heritage consult -Reynolds Associates	\$ 700	
	\$	
	\$	
	\$	
(B) Total expenses expected	\$ 400 940	
(C) Income less expenses	\$ 162 974	

Section 6: Declaration

I undertake that I have obtained the consent of the group/organisation to make this application and provide these details.

I declare that the information supplied here is correct. If the application is successful, I/we agree to:


- provide a tax invoice to Whangarei District Council for the amount of the grant within one month of being advised of the grant for the event
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by the Community Funding Committee
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur.

We will submit an Impact Report within two months of the completion of the project to Whangarei District Council attaching copies of all invoices and/or receipts accounting for the full amount of the grant. We understand that failure to do so will affect future funding applications.

We consent to the Whangarei District Council recording the personal contact details provided in this application, retaining and using this information to send us relevant Council information.

We understand that my name and/or the name of my group/organisation and brief details about the project/event may be released to the media or appear in publicity material.

We are aware that we have the right to have access to this information held by Council. This consent is given under the Privacy Act 1993.

Name	Linda Ace
Signature *	
Position in Group	Director - Strategy and Finance
Date	14 Nov 2018

* We prefer to receive applications by email (send to funding@wdc.govt.nz). To include your signature, print and sign this page then attach a scan or photo of it to your application email. Alternatively, you can post or deliver the printed form to us or pop in to sign it.

Final check – make sure you have:

- ☒ Checked that the budget balances and have accounted for GST
- ☒ Attached quotes where available
- ☒ Attached your group's (or the umbrella group's) bank account details e.g. Bank Deposit Slip
- ☒ Attached your group's (and the umbrella group's) most recent set of financial accounts

Send your completed application with supporting documents to funding@wdc.govt.nz.

Kiwi North – Heritage Conservation Project

Budget and Timeline

Budget and Timeline Overview - Heritage Projects

Project #1 Clarke Homestead & outbuildings Conservation Works

Purpose:

To leverage funding from Lotteries Grants Board for essential, overdue conservation works on these Heritage NZ listed (class 2) buildings. Lottery Environment and Heritage Fund requires evidence of 33% funding secured to be eligible to apply. Council's support, along with funds already secured, will enable us to apply to Lottery E&H in their 2019 funding round for the Homestead project.

Project #1 Clarke Homestead costs summary excl GST.

Building costs, incl contingency (quote May 2018)	302379
Project Consult – Heritage works	1000
Storage unit costs – off site storage 7 months for artefacts/collection pieces ex Homestead	1587
Labour resources and collections packaging resources, materials	38000
Total costs – Homestead project	342966

Funding proposed for Homestead project

1. Approved - Stout Trust (provisional)	45000	
2. WDC Partnership Funding	150000	this application <i>leverage funding</i>
3. Lottery E & H (to complete)	<u>147966</u>	future application in 2019
Total	342966	

- * • Lottery E&H – next round opens Jan 2019, closes 13 March 2019. Outcome - June 2019.
- To enable us to submit to Lottery E&H , we need to have met threshold of minimum deposit of 33% of project costs. We cannot submit to Lottery E&H without this deposit level in place.
- With \$150k funding commitment from Council, we will be able to take the project to Lottery E&H in March 2019, to secure the balance of funding needed – this will ensure we can start the work in 2019.
- Initial works on this project will be the essential moving /storing and covering of artefacts in preparation of the conservation building work getting underway. Council support will enable this preparation work to proceed.
- Building works are expected to take up to 20 weeks - with funding in place, completing the project in later part of 2019/early 2020 is achievable.
- * • A later Lottery E&H funding round (July) will not give an outcome until Nov 2019 delaying the project works through into 2020. Contractors may not be available with other regional workloads. Delays will mean further deterioration and weather damage to the building, exterior and interior, and potential cost increases for the project.
- Previous heritage projects (e.g. Oruaiti Chapel) have had success from Lottery E&H funding, but at lower level of around 50% of project cost, due to funding pressure on this contestable pool. The bigger the portion of deposit we can secure in partnership funding across two funders, the better the outcome of the Lottery component for covering all the costs of this vital conservation work.

Whilst the building has Heritage NZ classification, there is no funding stream available from Heritage NZ for class 2 category projects. There is only a very small pool of funders that might be able to assist with this heritage project, and we have other projects around the museum under consideration with related funding needs. Initial partnership funding has been provisionally approved, as the start off funding for this project.

Timeline – Council funding outcome Dec/Jan - deposit level met for Lottery submission in March 2019. Lottery E&H outcome June 2019.

Project # 2 Oruaiti Chapel Conservation works

Purpose: To enable completion of essential project works, by approving final portion of funding to enable project to start. We already have \$45k confirmed, from three partner funders.

Building costs , incl contingency	57 274
Project Consult – Heritage works	700
Total costs – Oruaiti Chapel	57 974

Partnership funders

1. Sir John Logan Campbell Trust	10000	confirmed
2. Lottery E&H	25000	confirmed
3. Foundation North	10000	confirmed
4. WDC Partnership Fund	<u>12974</u>	this application – completion funding .
Total	57974	

We have received outcome of a funding submission to Foundation North covering a number of cost areas including a small portion of funding towards this Chapel project – we have been approved \$10k towards the Chapel project.

* We have included Oruaiti Chapel project in this request to Council to ensure we can cover all the costs of the Chapel conservation works from external funding. We need our cash reserves for essential operational costs given that our budget is very tight, as higher levels of operational funding support for the coming 12 months from Foundation North have not eventuated.

With all funding in place, we will be ready to start the works, which can be undertaken over the summer months when more settled weather is expected.

Works are expected to take 6 -7 weeks for Chapel, dependent on materials/ contractors/weather.

Timeline – Chapel project

December 2018 – funding outcome received, project costs covered in full, contractors can begin works over summer months. Expected 6-7 weeks once started.

Overview of Partner funding and costs

Provision of Council partnership funding is pivotal to reaching the required deposit level needed enabling submission to Lottery E&H in 2019 , to secure the remainder of the project costs for the Homestead project. Leverage funding is essential to continue the process of securing balance of funding for the Homestead works.

Without Council funding support these two projects will founder, and funding already secured is at risk of having to be returned to the respective funding bodies.

Project costs	#1 Homestead	#2 Chapel	Total
#1 Clarke Homestead & outbuildings	342,966		
#2 Oruaiti Chapel		57,974	
Total Heritage project costs			400,940
Partner Funding from			
Stout Trust	45,000		
Lottery E&H		25,000	
Foundation North		10,000	
Sir John Logan Campbell Estate Trust		10,000	
Total of partner funders to 14 Nov 2018	45,000	45,000	90,000
WDC Partnership Funding	150,000	12,974	162,974
Lottery E&H - future submission 2019 , balance to complete	147,966		147966

Impact on the Community

- These buildings have strong local and regional significance- culturally and historically. Completing the works is essential to ensure these buildings will still be standing and accessible to the community in the current decade, and through into the next 50 years. Not doing the works will mean loss of building structure integrity, leading to permanent loss of the buildings and the stories that belong with them. Standing in the Homestead or Chapel gives direct context and relevance of the stories about the buildings and those that lived in them, as part of the learning and visitor experience.
- The Oruaiti Chapel is unique – made of rough sawn kauri, from a single kauri tree from Northland. There is no other octagonal church that exists in NZ – this is a treasure that inspires curiosity about the techniques and skills used to construct it. That the Chapel has survived several moves to its present location in Whangarei is testament to its robust construction, and now is part of the collection of the Whangarei Museum.
- ✦ Completing the works will mean that in future, we can provide guided tours of the homestead, sharing the unique stories of the Clarke family with our visitors. This is part of long term plans to develop new visitor experiences at Kiwi North that will attract visitors to Whangarei and the region, alongside other visitor attractions in Whangarei, supporting economic growth of the district.

- Developing new visitor experiences is part of the long term plans of Kiwi North to encourage growth of the business towards long term sustainability. Growth will support increased employment opportunities – visitor hosts, museum hosts, museum researchers, museum internship placements, opportunities for tourism student placements for work experience.
- Completing the works will ensure the Homestead and Chapel remain accessible to our community, to visiting school groups as part of the suite of educational experiences we provide to the schools in Northland - that we can share the buildings unique stories , of their historical and cultural significance as part of the Early Pioneer experience.

There is too much that will be lost if council partnership funding support is not provided for these heritage buildings. Deterioration is already underway, but there is still time to repair the damage, and conserve the buildings, ensuring their longevity. Access to funding has hindered our ability to address this damage.

Partnership funding has been secured, and there is positive prospect of securing the balance of funds for the homestead works in 2019 from Lottery E&H. Council support of these two heritage projects will be a distinct positive step in conserving these two Heritage NZ listed buildings, and being able to continue to share all their many stories with the wider Whangarei community and our global visitors.



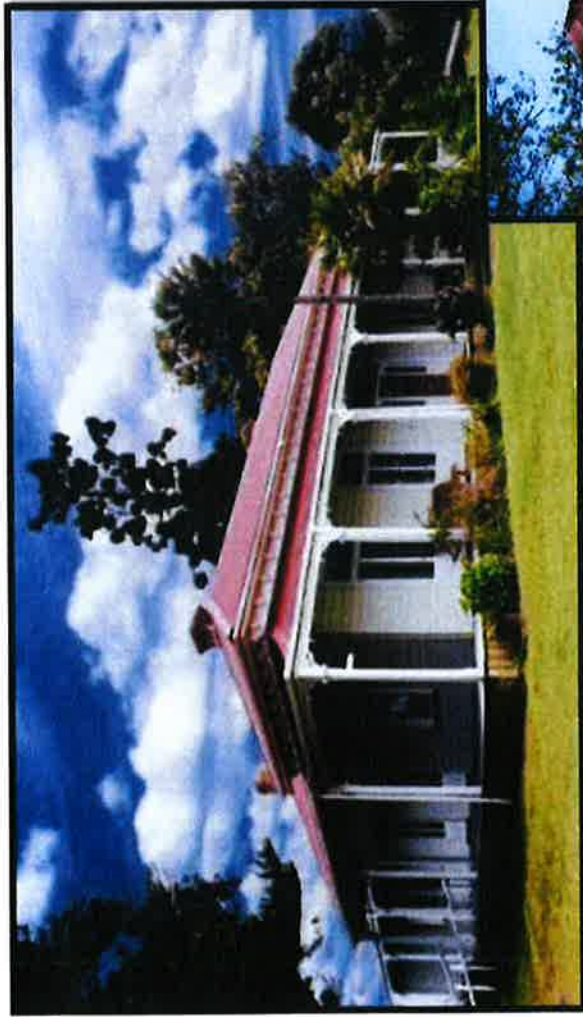
Kiwi North – Heritage Conservation Project

Background – Clarke Homestead and Outbuildings



Whangarei Museum and Heritage Trust

Heritage Conservation Project - Clarke Homestead and Outbuildings (Heritage NZ listed class II)



Glorat - the CLARKE
HOMESTEAD and its
Outbuildings -
Heritage NZ listed class II,
circa 1880



Whangarei Museum and Its Cultural Heritage

We are responsible for the Whangarei Museum, and the on site heritage buildings and its diverse range of collections.

- We are kaitiaki for over 80,000 collection items and taonga, plus two Heritage NZ listed buildings on our site – Glorat, the Clarke Homestead and the Oruaiti Chapel.
- With the Heritage NZ listing there are inherent responsibilities to maintain and care for these historic buildings to ensure their continued existence for decades to come.
- We research and curate special exhibitions every year that tell the stories of local events and identities, and our museum exhibitions are progressively being updated, with new content on display.
- We provide regular summer community events, and a range of public programmes that share the stories of both our cultural and natural history.
- Our facilities/services are used by our local community – heritage park clubs, community groups, we host visits by groups of all ages (pre school groups, family groups, senior citizen groups).
- We host over 20,000 visitors every year, a large proportion of these are from local community and this number is growing.
- It is essential that our collections are held in safe buildings, that weather tightness and security are not an issue for the collections, taonga and the wider community.

The Clarke Homestead occupies a significant place in the history of Whangarei.

This is on account of:

- Its architectural value in its still original condition, as an example of a mid-1880s rural house in the villa style, with an apparent architectural relationship to the earliest houses in Northland.
- Its place in the settlement and history of Maunu and Whangarei.
- Its association with three generations of the Clarke family, and in particular the medical practice and substantial farm established by Dr Alexander Clarke. The Clarke family of three generations, have been the sole occupants of the homestead.
- Its inclusion of a medical consulting room and waiting room (as part of its original design).
- Its ability to demonstrate aspects of the social history of the area, which is enhanced by a substantial collection of the possessions of the Clarke family still on display inside the homestead, illustrating various aspects of daily life spanning almost a century.
- Its landmark value in Maunu.



Historical Background: About the Clarke Family and how their property became the Whangarei Museum.

Dr Alexander Clarke was born in Scotland and qualified as a doctor, with honours in 1846. He married Mary Reid in 1872. On July 1884 they left London with their three sons, in the SS Tongariro and arrived in Auckland on 30 August 1884. In April 1885 the family came to reside in Whangarei, living at Stonyhill the property of Lady Osborne Gibbes (now Radcliffe Street). In 1885 the Doctor brought 232 acres of the Waihoanga Block from John Conyngham. The original request for surveying this land was made by Tito Papa in 1879.

Dr Clarke let the building of his house at Maunu Flat to Richard Keyte for £720. The house itself has never been restored inside, and has the original wallpaper, carpets and wooden venetian blinds. The height of the stud is 14 feet and it is built of kauri timber. All the large pieces of furniture, and brass bedsteads belonged to the family and were left with the other contents when the then Northland Regional Museum brought the property in 1973.

Dr Clarke set up his practice in the new house in 1886.

During this particular period, there was some unrest in the Poroti district with the Maori owners of land and Dr Clarke rode on horseback to this area to attend the wounded. The doctor was not a particularly well man and died at the age of 59. Both Alexander and his wife, Mary, are buried on the property.

About the Clarke Family

James Clarke and his wife Mabel (nee Armstrong), took over “Glorat” after their marriage in 1902 and lived there for the rest of their lives. They had four children – Doris, Joan, Basil and Neville. All married, except Basil, who took the farm over when his father retired, and continued to live in the homestead, with his housekeeper, Miss Myra Carter. Basil died in 1983, aged 71 years. The second and third generations of Clarkes farmed the property as a dairy farm and established a pedigree jersey herd under the name of “Glorat Jersey Stud”.

In 1970 the Northland Regional Museum Society (NRMS) was founded but with no premises. Although the Whangarei Museum collection dates back to 1890, it was housed in various rooms within other buildings, packed into storage and placed in recess at times. Without a museum of its own the City Council was paying a legislated amount to Auckland Museum, increasingly a financial burden.

In 1973 the Clarke property was bought by the NRMS as a site for the city’s Museum. Basil Clarke and Miss Carter continued to live in the back of the homestead, while the front rooms were opened to the public from 1976. The foundation stone for the existing Museum was laid in 1979 and the building opened to the public in 1984.

Conclusion of its significance:

The homestead and property has both social and historic interest. Very few original family homes exist as museums in their original environment, in reasonable order and containing the paraphernalia and possessions of the same family. These buildings are unique for this reason.

Protection of Glorat – Clarke Homestead Heritage New Zealand Listing (formerly Registration)

Clarke Homestead was registered by the New Zealand Historic Places Trust as a Category 2 Historic Place on 23 June 1983, Register Number 478. This category includes "... places of historical or cultural heritage significance or value"

The site of Glorat is also a significant archaeological site. Such a site is defined by the Heritage New Zealand Pouhere Taonga Act 2014 as *"a place associated with pre-1900 human activity, where there may be evidence relating to the history of New Zealand, and any site that meets this definition is afforded automatic statutory protection under the Act."*

The Whangarei District Plan

Glorat, the Clarke Homestead is identified in Chapter HH of the operative Whangarei District Plan (revised September 2016) as a Group B Historic Heritage Resource , No 107, and is listed in the schedule of Historic Heritage Resources, page 17.



Constraints relating to the future maintenance of Glorat, the Clarke Homestead Archaeological Provisions of the Historic Places Act 1993

The Historic Places Act 1993 makes it unlawful for any person to destroy, damage or modify the whole or any part of an archaeological site without the prior authority of Heritage New Zealand. This is the case regardless of whether the land on which the site is located is designated, or the activity is permitted under the District or Regional Plan or a resource or building consent has been granted. The Act also provides for substantial penalties for unauthorised destruction, damage or modification.

All works that involve disturbance of any part of the site occupied by the house and its various related outbuildings (beyond the domestic outbuilding) will require liaison with and an archaeological authority from Heritage New Zealand prior to work commencing. The Trust's Regional Archaeologist will advise whether or not an application for an Authority to Modify the site is required.

The site of Glorat is extensive, including not just the house and its nearby domestic outbuilding, but the garden beds, sunken panel tennis court, lawns, bush, access roads and paths and the more distant associated complex of farm buildings: the barn, walk-through milking shed and their curtilage.

Heritage NZ has provided a letter of support for the intended conservation building works.

Clarke Homestead and Outbuildings

Current need:

- Clarke Homestead and related outbuildings (Heritage NZ listing II category) require major conservation remedial work to ensure their long term preservation.
- These works include roof replacement, replace gutters and downpipes, verandah and foundation pile remedial work, cladding repairs, joinery repairs and full repainting.
- These works have been identified in a 2016 Heritage building assessment report prepared by Reynolds and Associates and this provides the basis for the scope of works required.
- Some areas of works are urgently needing attention as deterioration is worsening with weathering and condition of existing materials.
- If the works are not completed both buildings are at risk of being closed to the public indefinitely to preserve what remaining value there remains in their structure.
- Indicative pricing provided by building contractor (as recommended by Heritage NZ) has been sought and provided – estimated cost \$303k + GST for the building works . (Pricing updated at May 2018)
- Before works are undertaken there is related costs for labour resources required to create inventory, to pack and remove artefacts from the homestead, cover and protect those staying in situ before the works are completed. Then after works are completed , there is also the post works cleaning and checking of Clarke family artefacts left in situ in the homestead. Collections staff labour resource, storage costs, materials are all additional cost that need to be covered in the project , so that the homestead can be prepared ready for reopening to public for guided tours. This cost is another \$40k.
- Refer budget for detailed breakdown of works required . Total costs expected to be \$343k .

Importance of required works to conserve Glorat .

Conserving Glorat, the Clarke Homestead

Central assumptions

- Having passed into museum care in 1973 as a house museum, it is essential that Glorat, the Clarke Homestead is effectively conserved in much the same state as it was received from the descendants of Alexander and Mary Clarke, guided by the house's Conservation Plan, any relevant District Plan policies and the *ICOMOS New Zealand Charter 2010*.
- In the NZ Charter 2010 conservation is defined as '*... all the processes of understanding and caring for a place so as to safeguard its cultural heritage value.*' The Charter advises taking a cautious approach by doing '*as much work as necessary but as little as possible*' thus retaining authenticity and integrity and ensuring that the historic place and its values are able to be experienced and enjoyed by future generations.
- Any intervention which would reduce or compromise cultural heritage value is undesirable and should not occur. Preference should always be given to the least degree of intervention, consistent with the ICOMOS NZ Charter.
- The extent of any intervention for conservation purposes is always guided by the cultural heritage value of a place and the policies for its management as identified in the conservation plan, and particularly by its Statement of Significance. In this case *Glorat, the Clarke Homestead Conservation Plan* (2006) is the overarching guiding document that defines the property's cultural heritage significance and sets out appropriate conservation policy.

Funding Request – Clarke Homestead

- Glorat – the Clarke family homestead and its outbuildings is of national and local significance.
- It is a unique treasure that needs essential specific building conservation work to ensure it is still in existence for future generations of our local community and wider NZ community.
- Refer the provided building assessment report completed by Reynolds and Associates for the details of specific works needed to conserve this unique heritage structure.
- We have made submission to external funder The Stout Trust for contribution to this project – we have been approved \$45k provisionally. The full cost of the works (expected cost \$343k) is outside the scope of the museum trust's budget and we need the leverage /seed funding to continue the process to take this project to other prospective funders including Lottery E&H committee.
- The project needs to be completed in one work phase due to need for exterior temporary scaffolding and building wrap to protect interior whilst roof is being replaced, and to provide weather protection and safe access for spouting replacement and painting works.
- Also collections labour resources are required for completing pre works and post works artefact protection and movement, storage ex-homestead, records update, and are part of the project. This work is a large undertaking and we are mindful of best use of labour resources - we do not have capacity nor time to do this more than the once as part of this planned project.
- The trust has limited options for paying for these works, and for collections staffing resources to do the prep work – it needs to be covered from external funding of which there is only a small number of funding options for this region.
- Council support is crucial to getting these conservation works progressed.

Artefacts inside the Homestead— pre works and post works care is needed.



Artefacts in the rooms need to be packed away, covered for safe storage before works begin. This is labour intensive specialist work.



Cost of project –conservation works

- Project works have been initially costed at **\$343k + GST.** (as at May 2018). This includes the cost of collections resources (labour, off site storage, packing, coverings , materials) \$39.5k , and heritage consultation \$1k . Refer budget overview and timeline.
- We have an initial project partner funder - Stout Trust **\$45k** (provisionally approved) .
- Leverage/ Seed funding is being sought from WDC partnership fund of **\$150k** towards the Homestead project cost, so we can make submission to Lottery E&H in 2019 for balance of project costs, and enable project to be started.
- Next round of Lottery E&H opens Jan 2019 -closes mid March, with decision June 2019. As we have wide ranging funding needs we want only one other partner funder for this project, leaving our remaining funding options open for other museum and environmental projects.
- Without this Council leverage funding support we cannot progress. The proposed works need to be completed as one project to ensure works follow logical order , making the most of temporary scaffold element of the project and that further deterioration to the building is minimised and that the unique heritage value is preserved.
- The works to both Homestead and outbuildings will take a period of approx. 16 weeks to maximise efficient use of scaffold structures to complete roof works, replacement spouting , cladding repairs and repainting. Contractor has included cost of full building wrap to ensure full weather protection of the building and its contents/interior during this process.
- Once the project is completed the homestead will be able to be reopened for guided tours and again be utilised with school student groups utilising our LEOTC education programme around social history, ensuring that the stories and history of the Clarke family are shared with visitors – a mixture of local community , domestic visitors and international visitors

Clarke Homestead Heritage project - Importance of the project

Funding Objective	How it contributes - Heritage Buildings
To promote and preserve this country's environmental and cultural heritage in a variety of ways.	<ul style="list-style-type: none"> • The heritage buildings are located in the picturesque heritage park grounds – a holding of 25 hectares owned by the trust. • The village green and grounds that surround the Clarke homestead are open spaces bordered by large mature trees of various types - both native tree species and introduced as was the custom with early settler families. • This mix of trees and park space is a unique combination , where nature and birdlife thrives.
Preservation of natural and historic sites	<ul style="list-style-type: none"> • Our facilities offer unique blend/ combination of historic land use – these stories of our local history are shared with the community and visitors with interpretation, signage and visitor hosting. • Completing the conservation works will ensure that the historic buildings have longevity – the works are conservation based, as per ICOMOS and the completed building assessment plan completed by Reynolds and Associates, so historic value is retained. Without the completion of the works the buildings will deteriorate further leading to permanent loss of the structure. • Maintenance of the historic buildings generate employment in our local community , retaining skill and knowledge of early century construction techniques and styles. • Community interest (via media coverage of the progress, supporters) in the works raises awareness of the community value of preserving these unique buildings , and other historic sites in general. • Visitors and local community will be able to continue to enjoy the heritage buildings, once works are complete and buildings back open .
Preserving amenities for public enjoyment, supporting community well being.	<ul style="list-style-type: none"> • The stories of the generations of the Clarke family are preserved - how they lived on this property, what part they played in significant events in local Whangarei history. Sharing the stories of this unique local family is part of our cultural and social history. • The Homestead and its outbuildings are a documented part of the local history and the focus of the heritage park grounds, readily seen from road frontage. • The heritage rock walls on the boundary of the park are recognised as an identifiable Whangarei district icon. • The grounds and buildings are regularly used as backdrop for photography, family gatherings, weddings and other group activities.

Heritage grounds in use by our community.. Education programme, event days, picnics, weddings..



Contribution to WDC Community Outcomes

The services and activities of Whangarei Museum and Heritage Trust contribute to the district's community outcomes. All five main activities/ services each contribute to at least two community outcomes .

With Council funding support of this heritage project, we will be able to add being positive about the future in regard to these heritage buildings, that have strong local connections and support.

Community Outcome	Museum & collections	Kiwi House	Heritage Park, including bush reserve	Heritage Buildings	Education service
Efficient and resilient Core services	✓		✓		
Caring for the environment	✓	✓	✓	✓	✓
Positive about the future	✓	✓	✓		✓
Proud to be local	✓	✓	✓	✓	✓

Outcomes – with Support from Council Funding

Clarke Homestead Project is supported by WDC Partnership Fund

- Project can then be taken to other partnership funders for balance of project funding needed as deposit /partnership requirement is met.
- Project can be progressed - good news media coverage for all parties, of positive outcome. Community concerns about the homestead deterioration seen to be being addressed.
- Clarke Homestead and outbuildings are valued and recognized as significant cultural and historical buildings worthy of protection.
- Obligations and responsibilities of Heritage NZ class II listing for the buildings will be able to be met, ensuring that the buildings are conserved. Museums Aotearoa Code of Ethics standards will be met in regard to care of collections.
- Increased local employment for collections technicians-opportunities for training, gaining experience , records updates of Clarke family artefacts can then be digitised, improving research capabilities in future.
- Local contractors can be engaged for building works, supporting local employment adding to local business economic growth.
- Conservation works will ensure the homestead and outbuildings are still standing for another 50 years, and can be enjoyed/ appreciated by many generations of local community. And visitors from all over the globe.
- The collections items inside the homestead are able to stay on display long term as conditions inside the homestead are greatly improved in regard to reduced dampness and reduced risk of water damage from leaks through the roof and wall cladding.
- The buildings will remain open to be used for visiting school groups using our education service, learning about early pioneer life.
- Positive media coverage of progress of project through to completion – good news stories for local community to encourage community support and interest.
- Provides potential business growth for Kiwi North overall when works are completed – being able to offer guided tours (as a new ticketed item) that share the many stories of these historic buildings and the many generations of the Clarke family.
- Potential business growth offering social history education programmes “Experiencing Early Settler Life” to the growing numbers of international student groups visiting our region.
- Supports economic growth in the district by growing potential employment opportunities – museum tour hosts, research work.

Outcomes – if not Supported to level needed

Clarke Homestead Project outcomes if it is not supported by Council :

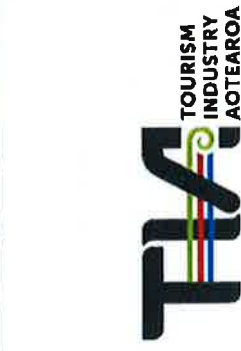
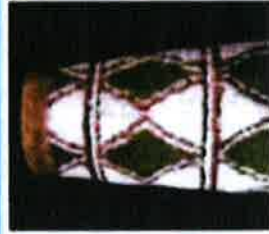
- Project is stalled – not able to seek funding for the project from Lottery E&H, without reaching initial deposit threshold commitment to project. Degree of building deterioration increases, the longer this work is delayed.
- Delays with works that risks the lifespan of the homestead & outbuildings will reflect negatively on the Whangarei Museum and Heritage Trust, and the Whangarei city .
- Obligations and responsibilities of Heritage NZ class II listing for the buildings are not met. Heritage NZ will need to be advised of the deteriorating situation of the building structures – possible negative media coverage.
- Museums Aotearoa Code of Ethics standard as to museum collections care will not be met.
- Delays with project works means cost of works will rise further – more damage to repair rather than prevent , and price increases as project scope of necessary work widens.
- Homestead and outbuildings will be closed indefinitely to the public to preserve their remaining integrity and historic value .
- Building deterioration continues, and at a faster rate as roof integrity worsens – more roof leaks, spouting blockages, rotten timber in walls, issues with damp impacting on interior.
- Clarke family collection items in the building will need shifting permanently to prevent further damage to their condition from damp, water leaks – furniture, social history items, textiles. We have no room in our current storerooms – will need to go off site long term, which is not best practice for these artefacts.
- Increased costs to the museum for offsite storage - we have no space for the alternate storage of the Clarke family items – will mean increased costs for storage offsite , and that may not be appropriate long term.
- Other museum projects will not happen as operational income is redirected into damage mitigation costs for homestead and outbuildings, and long term collection item storage.
- Potential business income and local economic growth is lost from not being able to offer guided tours with visitors of Clarke Homestead and outbuildings. Tourism is expected to grow in Whangarei and Northland ,with promotion of new heritage and cultural projects.
- Conserving this iconic and unique early settler family homestead is needed to give reference to all its stories that have local historical significance.
- Loss of an income stream in the potentially large growth market of international students, with “Experiencing Early Settler Life” hands-on activities being a favourite programme. Education service with visiting school students will no longer be able to include homestead and outbuildings in early pioneer life education experiences.

Conclusion

- The Clarke Homestead and its outbuildings have significant heritage value for the Whangarei city and its community. These buildings have Heritage NZ listing class II – we have defined obligations and responsibilities that go with this .
- The buildings have been professionally assessed by a qualified heritage building assessor, Reynolds and Associates as recommended by Heritage NZ. Refer the report for full details. Without the works to fix the identified building issues, the structures will continue to deteriorate, with increasing risk of full permanent loss to the community.
- Sourcing leverage funding towards the cost of the works (estimated \$343k +GST) is an essential step in progressing the project to conserve the buildings and all its history and stories for the Whangarei community – both current and future generations.
- The Whangarei Museum and Heritage Trust is a long standing reputable organisation, which operates under tight budget constraints, with limited levels of cash reserves. External funding is needed for this project, and options and timelines for this are limited. We have initial partner support , and have clear pathway for securing balance of project costs.
- Leverage funding support of \$150k is needed as key partner funder (providing essential leverage funding) for Homestead heritage conservation project.
- With WDC funding support along with the initial funding contribution from Stout Trust, the threshold would be met for taking the project to Lottery E&H committee with increased prospect of success. This will allow the project to potentially get underway in latter part of 2019 .
- Without providing leverage funding support the project will stall – the deterioration to the buildings and all its museum collection contents will continue, placing the whole Clarke family story and collection items inside the homestead, at very real risk of permanent loss.
- The loss of the homestead and outbuildings would remove the opportunity to develop our heritage park visitor guided tour offering , LEOTC education social history programmes , future growth of employment and tourism business potential through the expanded visitor experience. This income would be a vital new income stream to support ongoing maintenance of the heritage buildings and house keeping measures, as well as assisting business sustainability overall.

Discover, Explore & Experience Kiwi North Museum – Kiwi House – Heritage Park

One of the “must-see” visitor
experiences in Northland



Kiwi North – Heritage Conservation Project

Background – Oruaiti Chapel

Oruaiti Chapel – Remedial Conservation Building Works

Background of this Heritage NZ listed class II building.

The Oruaiti Chapel was built in 1861, sited originally in Oruaiti valley in the Far North.

This tiny octagonal chapel is the smallest church in New Zealand – possibly the world – and is unique in shape. It is 18 feet in diameter and its eight walls are roofed by eight faces rising up to a point culminating in a small spire.

It was constructed from a single milled kauri tree. Initial rushes used on its steep sided roof were later replaced with kauri shingles.



Used by various religious communities over the decades, it was shifted to Whangarei in 1946. In 1975, it was later moved to its present site in Maunu Whangarei at Whangarei Heritage Park. It is the only free-standing wooden church in NZ in the shape of a regular (equal sided) octagon.

The Chapel is still used and enjoyed by the community for weddings, on various occasions for special church services at Easter, and by school students whilst participating in our heritage and pioneer education programme. However the deteriorating condition of the Chapel is placing limits on its future use and levels of engagement by the community.



The Chapel is open to the public – visitors are able to get close up and be inspired by the building construction techniques of the early pioneers of NZ .

Oruaiti Chapel – Remedial Conservation Building Works



Our community uses the Oruaiti Chapel – it is a very special venue for small gatherings and weddings.

A group from Kamo Primary school about to enter the Chapel – hearing about its history from one of our educators, as part of studying about Pioneer NZ - Aug 2015 .

Another school group below sitting on the wooden pews, inside the Chapel – getting a feel for its small size, and how it might have been used back in the 1900s'.



Oruaiti Chapel – background and Budget Supporting Info _Nov 2018

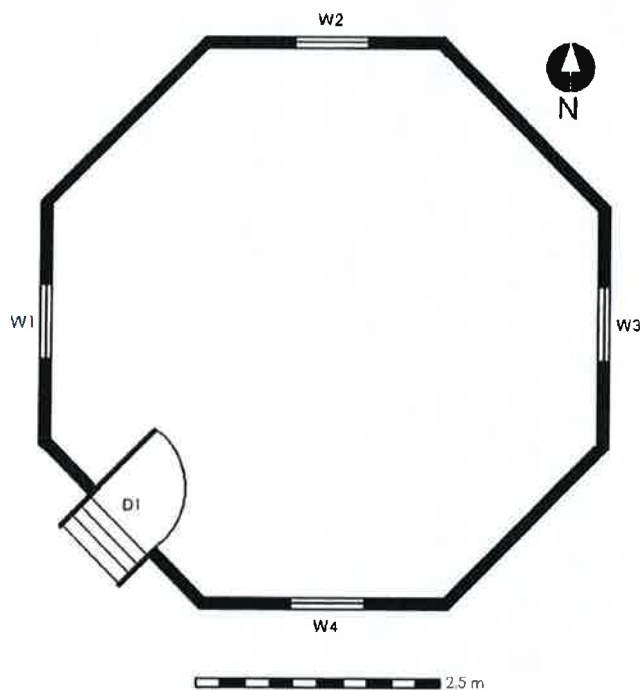
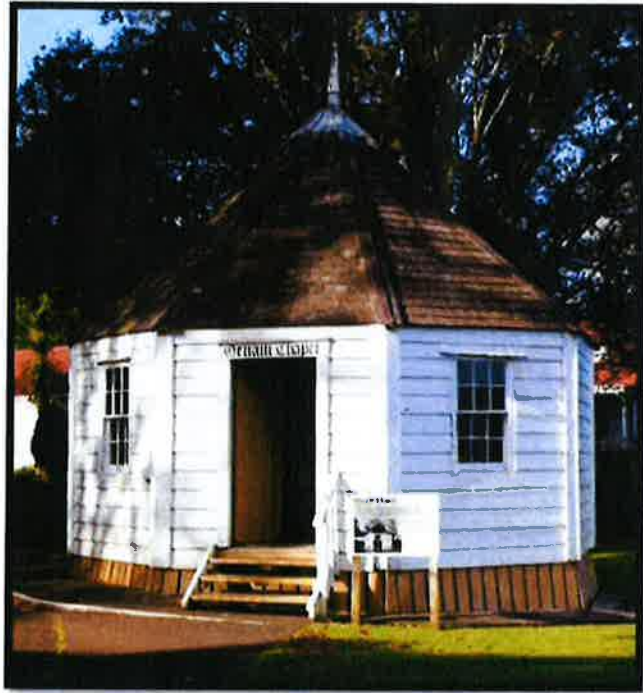
Oruaiti Chapel – Remedial Conservation Building Works

Heritage Significance

The chapel was registered as category 2 Historic Place on 22 August 1991 – since renamed Heritage NZ Class II.

Its current site at the heritage park is also a significant archaeological site.

The chapel is noted in the operative Whangarei District plan as a Group B historic heritage resource, No 152.



Floor plan of Chapel.

Oruaiti Chapel – Remedial Conservation Building Works



Its construction technique is unique – of early hewn kauri planks, as seen in this above image. Refer the details of the building in the Building assessment report completed by Reynolds and Associates.

Oruaiti Chapel – Remedial Conservation Building Works Meeting WDC Partnership Funding Priorities and Outcomes- how this project will benefit the community.

Increased Inclusion and Social Cohesion and Enhanced Cultural Vibrancy

- Ensuring the unique Oruaiti Chapel c1859-61 structure, a protected heritage building, is preserved for the current community and future generations.
- Completion of the proposed works will mitigate any further deterioration, ensuring the history of the Chapel is still able to be shared with local and regional community.

The Chapel was built in the Far North, Tai Tokerau in 1861, and has had several sites in Tai Tokerau region over the years until 1975 when it was shifted to its present location in Maunu Whangarei. It is now part of the Whangarei Museum collection giving it certainty of location and care, benefitting all the future generations of local and regional community. Our Tai Tokerau regional population is over 175,000 and our local city population is expected to reach close 87,000 in 2018 – both experiencing growth in the last five years. This continued growth in our community is expected to continue as the region population grows.

- The Chapel has multi-generational connection to our community members – many had initial visits as school children, and now visiting with their own children. We know of families whose parents were married in the chapel, and they now bring their grandchildren to visit, to experience the wonder of this unique small octagonal church. We hold several key items in our collection that relate to the Chapel and its history – the original door key, bible.
- We host over 20,000 visitors each year, who experience our museum, its exhibitions on display and the many historic and heritage buildings on our extensive heritage park grounds. The Chapel is open to the public 363 days each year, along with the other historic buildings. Without the works we will soon reach a stage when the Chapel will need to be closed off permanently to the public for reasons of conserving the building.

Without these works, the structure will continue to deteriorate at a faster rate due to water damage through the failing roof shingles and wood rot in the weatherboards, as we do not have the resources nor cash flow capacity to complete the necessary building works by ourselves.

Partner Funding:

We have secured partner funding of:

- \$10k from Sir John Logan Campbell Estate, and
- \$25k Lottery E&H towards the costs of the remedial conservation works
- \$10k Foundation North towards the project works.

We are needing assistance with the balance of funding to ensure that this necessary work is completed as one project, as the nature of the remedial works required do not permit reduction in the scope to split into 2 projects.

Refer budget for costs and quote from Kerr Construction dated May 2018 – detail on page 9 of this document.

Oruaiti Chapel – Remedial Conservation Building Works

Community Support: Refer Letters of Support from Bill Edwards, Heritage NZ Northland office and The Kauri Museum. Both of these organisations support this intended work and the need for it to be completed to protect the structure from non-recoverable damage.

Enhanced Cultural Vibrancy

- Building work will conserve the building structure, prevent further deterioration and thereby increase its longevity. The works will preserve this cultural artefact.
- The Oruaiti Chapel is unique in NZ – the only equal sided octagonal church/chapel in existence. Another is very unlikely to be built, especially of the same material and construction method.
- It is a unique shape and construction - made from NZ Kauri, reportedly from one log milled in the Far North Tai Tokerau.
- Oruaiti Chapel has Heritage NZ listing class 2 status (since 1991), which confirms its historic value and importance.
- It is noted in Whangarei District Council records as of significance historically – Group B resource number 152.
- Not completing the required works will lead to the closure of the building to the public amid serious water damage and wood rot to the wooden structure. Doing nothing is not an option – the building will not survive another 5 years in the wet temperate climate of Northland with its high rainfall.

Increased Inclusion and Social Cohesion

- Improve public access and information about places, structures or large built objects of significance to our history. The Chapel has direct provenance to Tai Tokerau Northland and the early settler families and communities.
- Create the feelings of sense of place by understanding the history of the Chapel.
- Completion of the project work will ensure the Chapel and its stories, and history will remain accessible – otherwise there is potential for the building to be closed to the public in order to conserve what there is of the Chapel structure.
- As the Chapel has been in several locations in Tai Tokerau region during its time, there are also the stories and history that go with those locations. Preserving the building will ensure that relevance and context of those stories are not lost. The Chapel is small and unique in design, and being able to stand in it, gives direct context to the stories of how the early settler communities were able to use it as a social hub in their small community.
- Preserving the building and allowing continued public access provides opportunity to create new stories of the building in its current location by our community. It is used for education programmes, as part of the early pioneer/ settler education programmes – getting a feel for what life was like back in early 1900's. The Chapel is able to be used for small weddings, used as a backdrop for photography, and family occasions.

Oruaiti Chapel – Remedial Conservation Building Works

Locations of the Oruaiti Chapel (Heritage NZ listed) in Tai Tokerau.

Location	Period
1. Oruaiti , Mangonui	1861 to 1946
2. Kamo Rd , Whangarei	1946 to 1975
3. Maunu, Whangarei	1975 to current

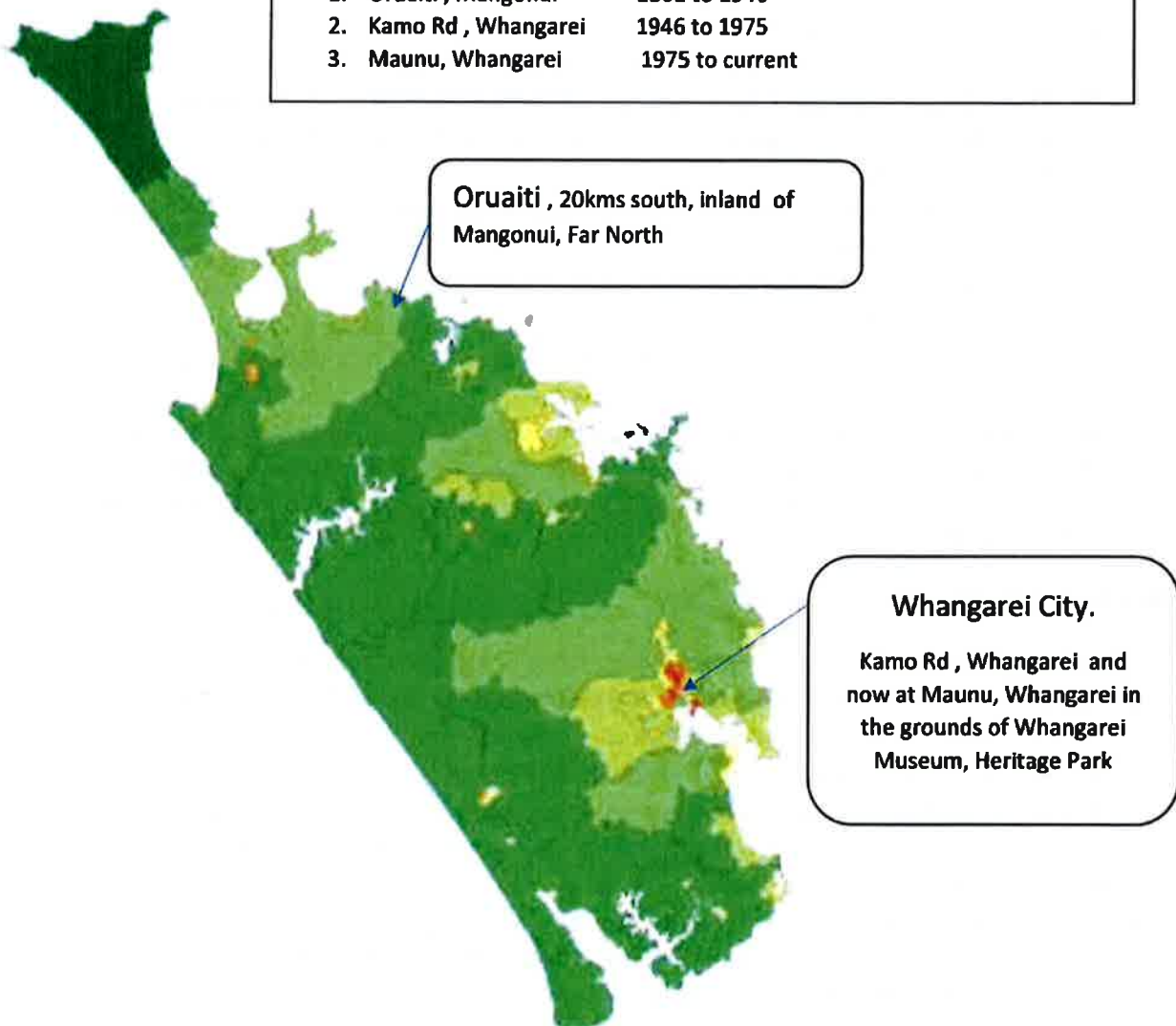


Figure 1 Northland Region NZ

Oruaiti Chapel – Remedial Conservation Building Works

Current Condition

Oruaiti Chapel - Building Assessment Completed

- To objectively assess the current condition and remedial building needs of the Oruaiti Chapel a specialist assessment was undertaken by David Reynolds, Reynolds and Associates, in 2016.
- The detailed report was completed in October 2016 and is provided. This gives the detailed background of the building and its current condition – exterior and interior, and also the various remedial building works that need to be completed to ensure its long-term protection.
- The works proposed accord with standards of ICOMOS New Zealand Charter for Conservation. – refer Reynolds and Associates report dated October 2016.
- The report also provides on going annual housekeeping programme, once the major building works are completed.
- Please refer the full CMP report on Oruaiti Chapel written by Reynolds and Associates . Dated October 2016 - Attached to this submission.

Essential Works Required

Listing of main exterior works are noted on pages 31 and 32 of this report by Reynolds and Associates.

There are significant works needed to ensure this building has longevity and to reduce further deterioration.

Pricing for these works has been undertaken by Kerr Construction, as a recommended contractor by Heritage NZ. There are no other local contractors as familiar with heritage building works that also have Heritage NZ recommendation.

It is our need to secure funding to enable these major works to be completed – these being replacement of the roof shingles, joinery repairs, cladding repairs, and spouting. Once these are complete then painting can be completed to ensure the long term protection and conservation of this unique Kauri heritage building.

Our staff team does not have the capacity to undertake these works in-house. We need to engage outside contractors to complete these necessary major works in a timely manner, and to high standards for heritage works.

Project management and heritage guidance will be provided by Reynolds and Associates. As the writer of the assessment report, this will ensure continuity of knowledge of the unique heritage building and its site.

The cost for the project management has been included in our budget.

Oruaiti Chapel – Remedial Conservation Building Works

Budget / works required

Contractor	Work detail	Cost excl GST
Scaffold	6 weeks hire for roofing, spouting and exterior painting	3432.00
Roof	Replace all shingles- cedar (assumes ply substrate is OK)	27060.00
Cladding	Urgent weather board replacement with sawn kauri, H3 trim	10263.60
Joinery Windows	Urgent works and reputty	3852.00
Door	Urgent repairs , incl new lockset, spouting over doorway & downpipe	2882.40
Painting		4784.00
Contingency & escalation allowance		5000.00
	Sub total	57274.00
Project management	Reynolds & Associates – site inspections pre & post , discussion with contractors.	700.00
	Total costs (excl GST)	57974.00

1. Please also refer letter supporting the pricing from Kerr Construction – specific references to works for Chapel heading 5 a-h for more explanation of the pricing, what work is involved with each portion of the pricing.
2. We have worked with Kerr Construction before – as main contractor for our recent Stage 2 accessibility project. We have a sound working relationship with this local contractor.

Funding of Oruaiti Chapel project :

Partner funding	25000.00	Lottery E&H
	10000.00	Sir John Logan Campbell Estate
	<u>10000.00</u>	<u>Foundation North</u>
Total Partner funding	45000.00	Approved to 14 Nov 2018.
Total project costs	<u>57974.00</u>	As per costing provided as above.
Funding Balance to complete	12974.00	

Funding sought from WDC Partnership fund : **\$12,974** towards this Chapel project to enable completion of the project , with immediate start with contractors.

Kiwi North – Heritage Conservation Project

Letters of Support

21 February 2018

To whom it may concern,

Re: Letter of Support for application by Whangarei Museum

I am delighted to have the opportunity to support Whangarei Museum's application to the Lottery Environment & Heritage Committee.

The purpose of Whangarei Museum's bid is to fix the weathertightness issues that have been identified in a 2016 conservation / maintenance assessment report completed by David Reynolds for Oruaiti Chapel. The project specifically seeks to replace roof shingles and carry out all wall cladding repairs, joinery repairs and associated repainting.

Whangarei Museum has been the caretaker of this Category 2 listed building since it was relocated to its current site in 1975. Oruaiti Chapel is unique in terms of its age, size, and unusual octagonal shape as well as its importance to early European settlement in the region.

Whangarei Museum has a duty of care to maintain their heritage collection, including its historic buildings in line with industry standards and recognises the value of carrying out extensive repair work and preventative maintenance before the building falls into such a state of disrepair that they are forced to close it to the public.

This application for re-roofing, cladding and joinery works, acknowledges the efficiencies gained in combining the works into one major project and reflects best practice in Museums for collection care and in doing so, receives my full support.

Yours sincerely



Lisa Tolich
Chief Executive Officer
Ph: 09 431 7417 | Fx: 09 431 6969
E-mail: ltolich@kaurimuseum.com



HERITAGE NEW ZEALAND
POUHERE TAONGA

19 June 2018

File ref: [478]

Linda Ace
Director- Strategy and Finance
Kiwi North
PO Box 10135
Te Mai
Whangarei

Dear Linda

LETTER OF SUPPORT

On behalf of Heritage New Zealand Pouhere Taonga I am writing this letter to support an application for funding assistance that you may make to facilitate the conservation work undertaken on Glorat and its associated outbuildings.

Glorat, the Clarke Homestead was built for the Clarke family. It was constructed in 1886 by Whangarei carpenter, Richard Keyte. The building and grounds were gifted to the Whangarei Museum and Heritage Trust in 1973 by the Clarke family and they presented a remarkable gift. The house is an Edwardian- era building complete with artefacts that are associated with the house and family. It is a very rare example of a building and collection that has not experienced a large amount of change over time.

The Homestead is listed with Heritage New Zealand as a Category II building and is also scheduled in the Whangarei District Plan as a heritage building No. 107.

The Clarke Homestead occupies a significant place in the history of Whangarei. This is on account of:

- Its architectural value as an example of a mid-1880s rural house in the villa style, with an apparent architectural relationship to the earliest houses in Northland.
- Its place in the history of Maunu and Whangarei.
- Its association with three generations of the Clarke family, and in particular the medical practice and substantial farm established by Dr Alexander Clarke.
- Its inclusion of a medical consulting room and waiting room (as part of its original design).
- Its ability to demonstrate aspects of the social history of the area, which is enhanced by a substantial collection of possessions of the Clarke family, illustrating various aspects of daily life spanning almost a century.
- Its landmark value in Maunu.
- Its ability to provide a window to future generations to see on how their ancestors may have lived.

Since 1973 the building has been in the ownership of the Whangarei Museum and Heritage Trust (Kiwi North) and in 2006 Salmond Reed Architects were commissioned to produce a Conservation Plan for the building and in 2016 Reynolds Associates were commissioned for a Cyclical Maintenance Plan.

There are ongoing maintenance issues and also urgent work that needs to be undertaken to conserve the building for the future. The works include re-piling, repairs to the roof, drainage, replacement of gutters, downpipes and rain-heads. There are also issues with some rot in some of the joinery and weatherboards. The outbuildings also have a raft of issues that are highlighted in the Reynolds and Associates report.

There has been ongoing communication with Heritage New Zealand over the conservation issues with the building and Kiwi North has commissioned a comprehensive report which identifies these. Kiwi North has the governance and management systems in place to make sure that the project is completed. I wish you well with your project.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Bill Edwards', written in a cursive style.

Bill Edwards
Area Manager Northland
PO Box 836
KERIKERI 0245
DDI 09 407 0471
Email bedwards@heritage.org.nz



HERITAGE NEW ZEALAND
POUHERE TAONGA

20 February 2018

File ref: [2593]

Linda Ace
Director- Strategy and Finance
Kiwi North
PO Box 10135
Te Mai
WHANGAREI

Dear Linda

LETTER OF SUPPORT

On behalf of Heritage New Zealand Pouhere Taonga I am writing this letter to support an application for funding assistance to undertake conservation work of the Oruaiti Chapel. The octagonal- shaped chapel was built in 1861 by a group of settlers led by Thomas Ball who erected it for worship at Oruaiti, near Mangonui Harbour. Thomas Ball felt the working classes could make better lives for themselves in the colony than in England. Accordingly, he arranged for a group of around 80 people to join him in emigrating to New Zealand. An incentive was the promise of government land grants for groups of settlers. Most of the 'Ball Party', as they were known, paid their own fares, but others surrendered their land orders for an advance of passage money. The chapel was built in this form as it is an efficient use of space, has good acoustics, was the favoured design for a church by the founder of the Methodists John Wesley "as there were no corners in which the devil could hide".

The chapel has been moved four times twice in the Oruaiti Valley, then to Kamo, and finally to its location at Kiwi North in 1975.

The chapel has undergone a small amount of change over this time and the unusual joinery, pit sawn timbers and morticed frames are original. The roof was originally thatched in rushes but has been replaced with a wooden shingled roof. The chapel is unique because of its size, shape, function, age and its connection to people who came to New Zealand for religious and economic advancement.

The chapel is in need of urgent conservation work and this includes re shingling, replacement of some of the weatherboards, repair of the joinery and repainting. The 2016 report by Reynolds and Associates details the conservation work to be undertaken on the Chapel.

The Oruaiti Chapel is listed with Heritage New Zealand as a Category 2 building no. 3291 and no.152 in Appendix 3 of the Whangarei District Plan of heritage buildings, sites and objects.

There has been ongoing communication with Heritage New Zealand over the conservation issues with the building and Kiwi North has commissioned a comprehensive report which identifies these. Kiwi

North has the governance and management systems in place to make sure that the project is completed. I wish you well with the project to conserve this remarkable small building for future generations.

Yours sincerely

A handwritten signature in dark ink, appearing to read 'Bill Edwards', with a stylized, cursive script.

Bill Edwards

Area Manager Northland

PO Box 836

Kerikeri 0230

09 407 0471

bedwards@heritage.org.nz

RESOLUTION TO EXCLUDE THE PUBLIC**Move/Second**

That the public be excluded from the following parts of proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered		Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing this resolution
1.1	Closed Minutes Whangarei District Council Meeting 29 November 2018	Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
1.2	Strategic Property Acquisition Options		
1.3	Kerbside Recyclables Collections		
1.4	Whangarei Airport Locations Study		

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public, are as follows:

Item	Grounds	Section
1.1	For the reasons as stated in the open minutes	
1.2	To enable council to carry on without prejudice or disadvantage negotiations (including commercial and industrial negotiations)	Section 7(2)(i)
1.3	To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or it the subject of the information.	Section 7(2)(b)(ii)
	To enable Council to carry on without prejudice or disadvantage commercial activities.	Section 7(2)(h)
	To enable Council to carry on without prejudice or disadvantage negotiations (including commercial and industrial negotiations).	Section 7(2)(i)
1.4	To maintain legal professional privilege.	Section 7(2)(g)
	To enable Council to carry on without prejudice or disadvantage commercial activities.	Section 7(2)(h)

Resolution to allow members of the public to remain

If the council/committee wishes members of the public to remain during discussion of confidential items the following additional recommendation will need to be passed:

Move/Second

"That _____ be permitted to remain at this meeting, after the public has been excluded, because of his/her/their knowledge of Item_____.

This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because_____.

Note: Every resolution to exclude the public shall be put at a time when the meeting is open to the public.