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# HERITAGE PERMIT

GRANTED UNDER SECTION 102 OF THE  
HERITAGE ACT 2017

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Permit No: P37991

Applicant:



**NAME OF PLACE/OBJECT:** CHRIST CHURCH COMPLEX

**HERITAGE REGISTER NUMBER:** H0996

**LOCATION OF PLACE/OBJECT:** 14 ACLAND STREET AND 1 ST LEONARDS AVENUE ST  
KILDA, PORT PHILLIP CITY

**THE PERMIT ALLOWS:** Temporary removal of "John the Baptist" and "Crucifixion" stained glass windows, off-site conservation, and re-installation, generally in accordance with the following documents:

- *Heritage Impact Statement "Christ Church St Kilda" revision 03 prepared by Conservation Studio dated 9 February 2023*
- *"Quotation for the restoration of stained glass windows" Quotation 2511, prepared by Almond Glassworks dated 3 May 2022*

THE FOLLOWING CONDITIONS APPLY TO THIS PERMIT:

1. The permission granted for this permit will expire if one of the following circumstances applies: the permitted works have not commenced within two (2) years of the original date of issue of this permit, or are not completed within four (4) years of the original date of issue of this permit unless otherwise agreed in writing by the Executive Director Heritage Victoria.
2. Should further minor changes in accordance with the intent and approach of the endorsed documentation become necessary, correspondence and supporting documentation must be prepared and lodged in accordance with the permit condition for endorsement by the Executive Director Heritage Victoria. If the Executive Director considers that the changes are not minor, an amendment to the permit or a new application will be required.

**Stage 1 works (de-installation and transportation)**

3. The Executive Director Heritage Victoria is to be given five working days' notice of the intention to commence the approved works.
4. Prior to the commencement of any of the works approved by this permit, a suitably experienced **conservator**, approved in writing by the Executive Director Heritage Victoria, must be engaged to complete the conservation works to the stained-glass windows.
5. Prior to the commencement of any of the works approved by this permit, a **Heritage Protection Plan** must be submitted to the Executive Director Heritage Victoria for approval. Once approved, the Heritage Protection Plan will be endorsed and will then form part of the permit. The Heritage Protection Plan must include a sequencing program for the approved works, details of any temporary infrastructure and services required, protection methods for the heritage place during the undertaking of the works, a work site layout plan, methodology for removal, protection methods while in transit, and detail of the offsite storage. This must include detail of the temporary hoarding being installed following the removal of the windows.

The Heritage Protection Plan must also include a dilapidation report (including images) for the two stained glass windows to record their condition prior to the commencement of works approved by this permit.

**Stage 2 works (off site conservation)**

6. Prior to the commencement of Stage 2 works, a **conservation methodology** (prepared by the endorsed conservator) must be submitted to the Executive Director Heritage Victoria for approval. Once approved, the methodology will be endorsed and will then form part of the permit. This methodology must identify any unexpected damage which occurred during removal and transportation and any additional rectification works.
7. Following completion of the conservation works approved by this Permit, the endorsed conservator must submit to the Executive Director Heritage Victoria, for their approval, a brief **written report** confirming that the conservation works have been completed and the extent to which the completed conservation works conformed to good practice in their professional judgement.

**Stage 3 works (reinstallation)**

8. The two stained glass windows are required to be re-installed within twelve (12) months of date of removal unless otherwise approved in writing by the Executive Director Heritage Victoria.
9. On completion of the works, a **report and photos** outlining the extent to which the approved works have been completed, must be provided to the Executive Director Heritage Victoria. This report can be an updated version of the report submitted in response to Condition 7.
10. Approved works or activities are to be planned and carried out in a manner which prevents damage to the registered place/object. However, if other previously hidden original or inaccessible details of the object or place are uncovered, any works that may affect such items must immediately cease. The Executive Director Heritage Victoria must be notified of the details immediately to enable Heritage Victoria representatives to inspect and record the items, and for discussion to take place on the possible retention of the items, or the issue of a modified approval.
11. All works must cease, and Heritage Victoria must be contacted if historical archaeological artefacts or deposits are discovered during any excavation or subsurface works.
12. The Executive Director Heritage Victoria must be informed when the approved works have been completed.
13. The works approved by this permit must be carried out in their entirety unless otherwise agreed in writing by the Executive Director Heritage Victoria.

**NOTE THAT PERMISSION HAS BEEN GIVEN FOR INSPECTIONS OF THE PLACE OR OBJECT TO BE UNDERTAKEN DURING THE CARRYING OUT OF WORKS, AND WITHIN SIX (6) MONTHS OF NOTIFICATION OF THEIR COMPLETION.**

**TAKE NOTICE THAT ANY NATURAL PERSON WHO CARRIES OUT WORKS OR ACTIVITIES NOT IN ACCORDANCE WITH THE PERMIT OR CONDITIONS IS GUILTY OF AN OFFENCE AND LIABLE TO A PENALTY OF 120 PENALTY UNITS (\$22,190.40 FROM 1 JULY 2022) OR IN THE CASE OF A BODY CORPORATE 600 PENALTY UNITS (\$110,952 FROM 1 JULY 2022)**

UNDER s104 THE HERITAGE ACT 2017.

WORKS UNDERTAKEN WITHOUT A PERMIT OR PERMIT EXEMPTION CAN INCUR A FINE OF UP TO 4800 PENALTY UNITS (\$887,616 FROM 1 JULY 2022) FOR A NATURAL PERSON OR 5 YEARS IMPRISONMENT OR BOTH AND UP TO 9600 PENALTY UNITS (\$1,775,232 FROM 1 JULY 2022) IN THE CASE OF A BODY CORPORATE UNDER SECTION 87 OF THE HERITAGE ACT 2017.

THE ATTENTION OF THE OWNER AND/OR APPLICANT IS DRAWN TO THE NEED TO OBTAIN ALL OTHER RELEVANT PERMITS PRIOR TO THE COMMENCEMENT OF WORKS.

**Date Issued:** Signed as delegate for the Executive Director,  
Heritage Victoria pursuant to the Instrument of  
22 March 2023 Delegation



**Janet Sullivan**  
Principal Heritage Permits  
Heritage Victoria

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