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# HERITAGE PERMIT

GRANTED UNDER SECTION 102 OF THE  
HERITAGE ACT 2017

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Permit No: P35440

Applicant:



**NAME OF PLACE/OBJECT:** RESIDENCE

**HERITAGE REGISTER NUMBER:** H0028

**LOCATION OF PLACE/OBJECT:** 202-206 CLARENDON STREET EAST MELBOURNE,  
MELBOURNE CITY

**THE PERMIT ALLOWS:** Restoration and reconstruction of internal features including cornices, ceiling roses, timber joinery, windows and door surrounds and panelling, new flooring and carpet and installation of a lift, generally in accordance with the following documents:

- **Architectural Drawings prepared by John Briggs Architects**
  - **Existing First Floor A2 Plan Feb 2022**
  - **Existing Ground Floor Plan A1Feb 2022**
- **Existing Conditions Audit & Conservation Works for Valetta House, 206 Clarendon Street, East Melbourne prepared by John Briggs Architects**

THE FOLLOWING CONDITIONS APPLY TO THIS PERMIT:

1. The permission granted for this permit shall 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.
2. The Executive Director, Heritage Victoria is to be given five working days' notice of the intention to commence the approved works.
3. Prior to the commencement of any of the works approved by this permit, a suitably experienced heritage conservation consultant, approved in writing by the Executive Director, Heritage Victoria, must be engaged to advise and assist as necessary with the preparation of the documentation where any intervention to built fabric of heritage significance is involved and to provide relevant conservation advice and supervision to the permit holder during the carrying out of those works. In particular the heritage conservation consultant must help fulfil conditions 4, 5, 6 and 8 of this permit.
4. Prior to the commencement of any of the works approved by this permit, the heritage conservation consultant approved under condition 3 must prepare a costed schedule and drawings of conservation works for the repair and reconstruction of all internal works for the approval of the Executive Director, Heritage Victoria. This must include a specification/methodology for the 'Existing Conditions Audit & Conservation Works for Valetta House, 206 Clarendon Street, East Melbourne prepared by John Briggs Architects' (referenced in the permit preamble) and cover any necessary repairs/reconstruction required to unapproved works (such as to the area impacted by the lift). Once approved, the drawings

will be endorsed and will then form part of the permit. These works must be completed within the period of validity of the permit.

5. Prior to the commencement of any of the works approved by this permit, an Architectural Paint and Finishes Research report must be submitted for the endorsement of the Executive Director Heritage Victoria. Once approved the report will be endorsed and will form part of this permit. The report must include onsite and microscopic analysis to support documentary research, physical samples of any proposed schemes and a rationale for their recommendation. The final selection of finishes and colours based on the findings of the report must be included in the schedule and drawings submitted at condition 4 and condition 7 as relevant.
6. Prior to the commencement of any of the works approved by this permit, a construction ready (marked as such) architectural set of drawings must be submitted to the Executive Director Heritage Victoria for approval. Once approved, the drawings will be endorsed and will then form part of the permit. The drawings must be revised to show the following:
  - Final materials and finishes schedule
  - Engineering advice and drawings for the lift installation.
7. Prior to the commencement of any of the works approved by this permit and as provided for under s.103 of the *Heritage Act 2017*, a financial security in the form of an unconditional Bank Guarantee in favour of the Heritage Council of Victoria (ABN 87 967 501 331), is to be lodged with the Executive Director Heritage Victoria. The period of validity of the Bank Guarantee is to be unspecified. The Bank Guarantee is to ensure the satisfactory completion of all of the works required by condition 4. The amount guaranteed must be equivalent to the cost shown in the approved conservation schedule under condition 4 plus a 20% contingency sum (inclusive of GST).

The bank guarantee must set out under the “contract/agreement” that the bank “asks the Principal to accept this bank guarantee (“undertaking”) in connection with permit P35440.”
8. Following completion of the conservation works required under condition 4, the approved heritage conservation consultant must submit to the Executive Director Heritage Victoria, for their approval, a brief written report confirming that the works have been completed and the extent to which the completed conservation works conformed to good practice in their professional judgement.
9. The Bank Guarantee referred to in condition 7 will be released to its provider following receipt by the Executive Director Heritage Victoria of a written request by the permit holder, subject to the completion of all of the works referred to in condition 4 to the satisfaction of the Executive Director Heritage Victoria and the satisfaction of condition 8. The Bank Guarantee will be forfeited to the Heritage Council of Victoria in the event that all of these works are not completed to a satisfactory standard prior to the expiry date of this permit.
10. 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.

11. 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.
12. All works must cease, and Heritage Victoria must be contacted if historical archaeological artefacts or deposits are discovered during any excavation or subsurface works.
13. The Executive Director, Heritage Victoria must be informed when the approved works have been completed.
14. 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 (\$21,808.80 FROM 1 JULY 2021) OR IN THE CASE OF A BODY CORPORATE 600 PENALTY UNITS (\$109,044 FROM 1 JULY 2021) UNDER s104 THE HERITAGE ACT 2017.**

**WORKS UNDERTAKEN WITHOUT A PERMIT OR PERMIT EXEMPTION CAN INCUR A FINE OF UP TO 4800 PENALTY UNITS (\$872,352 FROM 1 JULY 2021) FOR A NATURAL PERSON OR 5 YEARS IMPRISONMENT OR BOTH AND UP TO 9600 PENALTY UNITS (\$1,744,704 FROM 1 JULY 2021) 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:**

21 December  
2022

**Signed as delegate for the Executive Director,  
Heritage Victoria pursuant to the Instrument of  
Delegation**

A handwritten signature in black ink, reading "Nicola Stairmand". The signature is written in a cursive style with a large initial 'N' and a long, sweeping tail.

**Nicola Stairmand**  
Manager, Statutory Approvals  
Heritage Victoria

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