
**HERITAGE
PERMIT
GRANTED UNDER SECTION 102 OF THE
HERITAGE ACT 2017**

Permit No.: P28811

Applicant/s: 

NAME OF PLACE/OBJECT: PRAHRAN TOWN HALL

HERITAGE REGISTER NUMBER: H0203

LOCATION OF PLACE/OBJECT: CHAPEL STREET and GREVILLE STREET PRAHRAN

THE PERMIT ALLOWS:

The refurbishment of the Prahran Town Hall Complex as part of the new creative art facility to service the local community generally in accordance with a Set of Architectural Drawings prepared by Williams Ross Architects dated 11 April 2019, and a Design Statement prepared by Williams Ross 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 date of issue of this permit, or are not completed within four (4) years of the date of issue of this permit unless otherwise agreed in writing by the Executive Director, Heritage Victoria.
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 commencement of any of the works approved by this permit an archival quality photographic survey is to be prepared to record the existing internal spaces. The survey is to be prepared in accordance with the Heritage Council/Heritage Victoria Technical Note entitled "Photographic Recording for Heritage Places and Objects" (available on the Heritage Council website or from Heritage Victoria on request). Two copies of the completed photographic survey are to be produced with one copy submitted to the Executive Director Heritage Victoria for approval in writing prior to commencement of any of the works approved by this permit. On approval of the first copy the second copy is to be lodged with the La Trobe Picture Collection, 328 Swanston Street Melbourne 3000, State Library of Victoria
4. Prior to the commencement of any of the works approved by this permit, the following documents must be lodged and approved in writing by the Executive Director, Heritage Victoria:
 - The name of an experienced heritage consultant to be engaged to fulfil the requirements of this permit.
 - A costed conservation schedule, and associated drawings, detailing any required conservation and repair works as part of the overall redevelopment are to be prepared by the approved heritage consultant.
 - The schedule must include details of: restoration of the former gallery, reconstruction of the card room (based 1888 plans), window reconstruction within the Old Town Hall, repairs/conservation works associated with original first floor library space, slate roof repairs and decorative paint schemes based, where possible, on evidence or be interpretive.



- This schedule is to be submitted to and approved in writing by the Executive Director prior to commencement of any conservation works. The conservation works identified in the schedule must be carried out within the period of validity of the permit.
 - At the conclusion of the conservation works the approved heritage consultant shall submit to the Executive Director a brief written report on the extent to which the completed conservation works conformed to good practice in his/her professional judgement.
5. Prior to the commencement of works, a completed set of construction issue architectural and structural drawings are to be submitted to the Executive Director, Heritage Victoria for review and approval generally as documented in accordance with the documentation provided to Heritage Victoria in response for a request for further information. Engineering details for new atrium and link to the historic façade is to be fully determined and resolved in conjunction with heritage architect and structural engineer and submitted for the approval and endorsement of the Executive Director under this condition. Once endorsed, the submitted documentation will become part of the suite of documentation associated with the permit. 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 assessment by the Executive Director, Heritage Victoria who will advise on the approach to be taken to address these matters.
 6. An unconditional Bank Guarantee made out to the Heritage Council of Victoria (ABN 87 967 501 331) for the amount of the works identified in the approved Conservation Schedule plus a 20% contingency amount. The bank guarantee is required to ensure satisfactory completion of the works approved by this permit including works required by the conditions of the permit. The Bank Guarantee will be forfeited if the works are not completed or implemented to the satisfaction of the Executive Director, Heritage Victoria within the validity period of this permit.
 7. Within one (1) year of the commencement of the works approved by this permit, an interpretation strategy is to be lodged for review and approval in writing by the Executive Director, Heritage Victoria. The interpretation strategy is to be prepared by a suitably qualified interpretation consultant and is to include the content and proposed design of a minimum of two (2) interpretive devices or elements, to communicate the history of the place and the change that has occurred there. The strategy is to be lodged for endorsement by the Executive Director, and once endorsed, the elements or devices proposed in the strategy are to be fabricated/installed within the period of validity of this permit.
 8. 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.
 9. All works must cease, and Heritage Victoria must be contacted if historical archaeological artefacts or deposits are discovered during any excavation or subsurface works. Should any munitions or other potentially explosive artefacts be discovered, Victoria Police is to be immediately alerted and the site is to be immediately cleared of all personnel.
 10. The Executive Director, Heritage Victoria must be informed when the approved works have been completed.
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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 (\$19,826 AS AT JULY 2019) OR IN THE CASE OF A BODY CORPORATE 600 PENALTY UNITS (\$99,132 AS AT JULY 2019) UNDER s104 THE HERITAGE ACT 2017.

WORKS UNDERTAKEN WITHOUT A PERMIT OR PERMIT EXEMPTION CAN INCUR A FINE OF UP TO 4800 PENALTY UNITS (\$793,056 AS AT JULY 2019) FOR A NATURAL PERSON OR 5 YEARS IMPRISONMENT OR BOTH AND UP TO 9600 PENALTY UNITS (\$1,586,122 AS AT JULY 2019) 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.

<p>Date Issued:</p> <p>20 March 2020</p>	<p>Signed on behalf of the Executive Director, Heritage Victoria:</p>  <p>JANET SULLIVAN Principal Heritage Permits</p>	
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Date of amendment	Brief description of amendment

IMPORTANT INFORMATION ABOUT THIS PERMIT

WHAT HAS BEEN DECIDED?

The Executive Director, Heritage Victoria has issued a permit under s102 of the *Heritage Act 2017*.

WHEN DOES THE PERMIT BEGIN?

The permit operates from the day the permit is signed by the Executive Director, Heritage Victoria or their delegate.

WHEN DOES A PERMIT EXPIRE?

A permit expires if -

- * the development or any stage of it does not start within the time specified in the permit; or
- * the development or any stage is not completed within the time specified in the permit, or, if no time is specified, within two years after the issue of the permit.

The expiry of a permit does not affect the validity of anything done under that permit before the expiry.

WHAT ABOUT REVIEW OF THE DETERMINATION?

The applicant or the owner of a registered place or registered object may ask the Heritage Council of Victoria to review any condition of a permit imposed by the Executive Director, Heritage Victoria on a permit issued under s102 of the *Heritage Act 2017*.

A request must -

- * be in writing; and.
- * be lodged within 60 days after the permit is issued.

Review request forms can be downloaded at:

www.heritagecouncil.vic.gov.au/hearings-appeals/permit-appeals/permit-appeals-explained/
