
HERITAGE PERMIT

GRANTED UNDER SECTION 102 OF THE
HERITAGE ACT 2017

Permit No: P39417

Applicant:



NAME OF PLACE/OBJECT: ST MICHAELS UNITING CHURCH

HERITAGE REGISTER NUMBER: H0004

LOCATION OF PLACE/OBJECT: 122 -136 COLLINS STREET MELBOURNE, MELBOURNE CITY

THE PERMIT ALLOWS: Demolition, upgrade/repair and compliance works to the auditorium include floor and stage modifications, new raised stage with ramps, upgraded seating, accessible toilets, automatic doors, new carpet and screens, and new external DDA-compliant ramp, stairs, and signage along St Michael's Walk, generally in accordance with the following documents:

- Structural Technical Report for St Michael's Uniting Church prepared by Quentin Suckling, Sheer Force Engineering including Appendix A: Structural Concept Sketches.
- Architectural Drawings for St Michaels Uniting Church HV1 prepared by Trethowan Architecture, dated 19 December 2024.

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. Commencement of the permit begins with onsite physical works.
2. The Executive Director Heritage Victoria is to be given five working days' notice of the intention to commence the approved works.
3. 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.
4. The Executive Director Heritage Victoria must be informed when the approved works have been completed.
5. The works approved by this permit must be carried out in their entirety unless otherwise agreed in writing by the Executive Director Heritage Victoria.

ENGAGEMENT OF CONSULTANTS

6. Prior to the commencement of any of the works approved by this permit, a suitably experienced heritage 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 to the permit holder during the carrying out of those

works. The nominated and approved heritage consultant shall advise the permit holder on appropriate means of achieving minimal detriment to significant fabric by compliance with best conservation practice. In particular the heritage consultant must help fulfil conditions 10, 11, 12 & 13 of this permit.

STAGING PLAN

7. Prior to the commencement of works approved by this permit, a Staging Plan which provides an overview of the order in which approved works will be commenced must be submitted to the Executive Director Heritage Victoria for approval. Once approved, the Staging Plan will be endorsed and will then form part of the permit. Submission of documentation in a staged process will allow for further investigation of works as necessary to determine the original details.

DOCUMENTATION

8. Prior to the commencement of each stage of works identified in the Staging Plan referred to in Condition 7, 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 details of any temporary infrastructure/propping and services required, protection methods for the heritage place during the undertaking of the works and a work site layout plan. A Heritage Protection Plan for multiple stages can be provided. The Heritage Protection Plan must include the following:
 - o Site establishment, set-down and staging activities, including no-go areas and elements to be protected during works.
 - o Details of any temporary signage, hoardings or partitions proposed in and around the buildings during the period of works.
 - o Details of protection methods proposed to protect key heritage features.
 - o Demolition methodology and protection works.
 - o Details of the removal methodology and storage location should temporary relocation of items and fabric.
 - o Details of how the project workforce will be informed of the sensitivity of working at a heritage place during site induction processes
9. Prior to the commencement of each stage of works identified in the Staging Plan referred to in Condition 7, final construction ready (marked as such) set of structural drawings for the works must be submitted to the Executive Director Heritage Victoria for approval. Once approved, they will be endorsed and will then form part of the permit. The submitted drawings shall be generally in accordance with the documents referenced in the permit preamble. Details of the engineering design must be advanced to a detailed proposal stage. Drawings must address the following:
 - o Details of sequences of construction and temporary propping
 - o Consider the interaction between permanent works and temporary works.
10. Prior to the commencement of each stage of works identified in the Staging Plan referred to in Condition 7, final construction ready (marked as such) set of architectural, mechanical and hydraulic drawings must be submitted to the Executive Director Heritage Victoria for

approval. Once approved, they will be endorsed and will then form part of the permit. These drawings must be revised to show (at the relevant stage):

- o Retention, relocation or storage of the choir stalls and organ console
- o Detailed resolution of the junction between the new floor and the pulpit platform
- o Detailed resolution of the new retractable projection screen
- o Detailed resolution of ramps, railings and handrails
- o A final schedule/specification of material, colours and finishes

CONSERVATION WORKS

11. Prior to the commencement of each stage of works identified in the Staging Plan referred to in Condition 7, the heritage consultant approved under condition 6 must prepare a scope of conservation/repair works and descriptions of the proposed materials and techniques to be used on the heritage fabric of the registered place. This must be submitted to the Executive Director Heritage Victoria for approval. Once approved, the document(s) will be endorsed and will then form part of the permit.
12. Prior to the removal or relocation of any original timber liturgy items, documentation outlining the methodology for the protection and onsite storage of retained fabric must be submitted to the Executive Director, Heritage Victoria for approval. Once approved, the drawings/documents will be endorsed and will then form part of the permit.
13. Following completion of the works approved under this permit, the approved heritage consultant must submit to the Executive Director Heritage Victoria, a 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. A Heritage Victoria representative may require a visit the place to inspect and confirm the satisfactory completion of the works.
14. All works must cease, and Heritage Victoria must be contacted if historical archaeological artefacts or deposits are discovered during any excavation or subsurface works.

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 (\$23,710.80 FROM 1 JULY 2024) OR IN THE CASE OF A BODY CORPORATE 600 PENALTY UNITS (\$118,554 FROM 1 JULY 2024) UNDER s104 THE HERITAGE ACT 2017.

WORKS UNDERTAKEN WITHOUT A PERMIT OR PERMIT EXEMPTION CAN INCUR A FINE OF UP TO 4800 PENALTY UNITS (\$948,432 FROM 1 JULY 2024) FOR A NATURAL PERSON OR 5 YEARS IMPRISONMENT OR BOTH AND UP TO 9600 PENALTY UNITS (\$1,896,864 FROM 1 JULY 2024) 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:

04 June 2025

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



A handwritten signature in black ink, reading "Nicola Stairmand".

Nicola Stairmand
Manager, Statutory Assessments
Heritage Victoria