


Lottery Environment and Heritage LEH-2017-48098
Institute for World Evangelisation - ICPE Mission (New Zealand Branch)

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▼ STAFF ONLY: CHECKING SIGNATORIES

Out of scope



▼ STAFF ONLY: CHANGE PRIMARY CONTACT

Edit this request to change the Primary Contact

Status

48 Grant Completed and Closed

Programme:

Lottery Environment and Heritage

Sub Programme:

Lottery Environment and Heritage

Round:

EH00 Round 1 (EH)

Allocation/Decision Meeting:

Manager: Joe Grace
Committee Coordinator: Lynne Dowling
Advisor: Freya Burgess

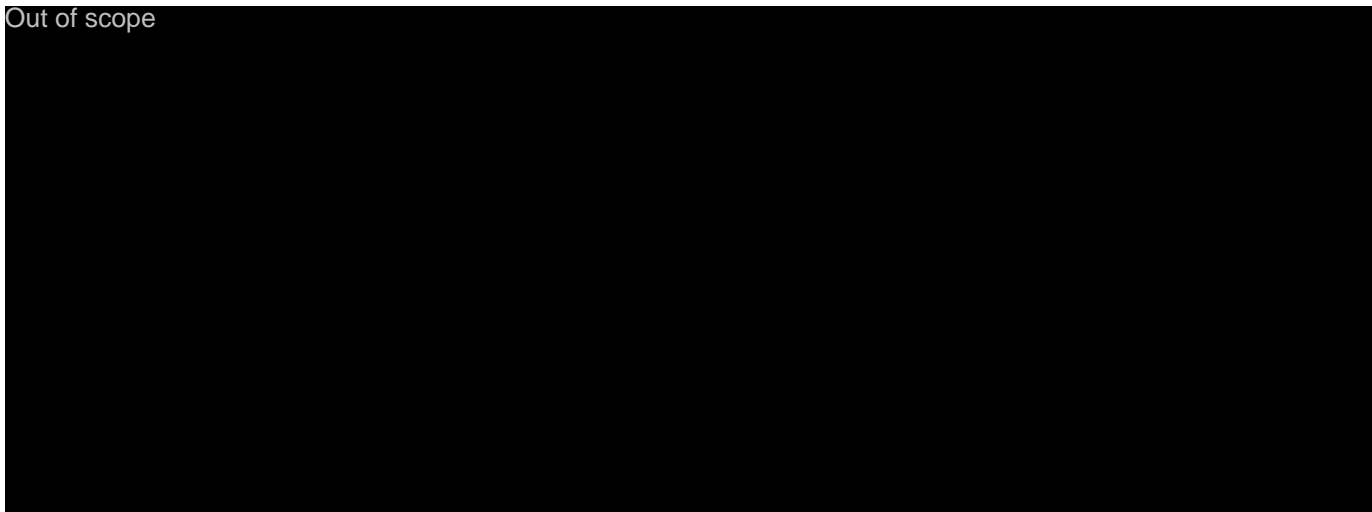
ASSIGNED ADVISOR FILTER/EXPORT

This field is in the export, and can be used to filter by multiple names

Assigned to assess:

▼ **COMMITTEE / EXTERNAL EXPERT REVIEW**

Out of scope



Review States: 20 Pending Committee Review
Reviewers: LWEH Reviewer
Reviewer Group: Lottery Environment and Heritage Committee
Theme: Committee Reviewer Form

ORGANISATION DETAILS

Organisation: Institute for World Evangelisation - ICPE Mission (New Zealand Branch)
city/town: Wellington
Primary contact for this request 9(2)(a)
Person who can sign the grant agreement if offered. Signatory 1 9(2)(a)
Person who can sign the grant agreement if offered. Signatory 2 9(2)(a)

Confirm Organisation Details

organisation email	new-zealand@icpe.org
bank account	Bank account details are current
GST registration	Registered

If these details are not correct (including bank account verification document is for your current bank account) your profile secretary must correct these details on your organisation profile.

Confirmation that our organisation details are correct: I confirm

REQUEST DETAILS

Find information on Lottery Environment and Heritage at [Community Matters - Lottery Environment and Heritage](#)
Request Created on Behalf of Customer:

What do you want funding for?

To part fund a 2nd engineering assessment to ascertain the seismic strength of St Gerard's Church and Monastery in Wellington. The buildings are "yellow sticker-ed" and must be brought up to at least 34% of the Code (NBC). The initial seismic assessment, by a different firm of engineers, was costed at \$10 million to achieve 67% of the NBC. However the ICPE as owners of the building and the St Gerard's Maintenance and Restoration Trust (which is the secular fund raising vehicle for the needed work), unanimously agreed, that a 2nd assessment be undertaken by a new firm of engineers. We are hopeful that an alternative approach may be less costly

What community need do you propose to meet?

St Gerard's Church and Monastery is the most prominent heritage building in Wellington. It has Category 1 listing from Heritage New Zealand and heritage protection through the WCC District Plan, also at the highest level; including view shaft protection so that it can never be built out.

The buildings feature on many paintings and photographs of Wellington because of their prominence above Oriental Bay. The people of the City of Wellington are united in wanting the buildings to remain part of the landscape for generations to come and bringing the buildings up to the NBC will achieve that outcome.

How will you address the need?

By determining the current earthquake resilience of the buildings (the Monastery may already meet the NBC requirement), and the cost of bringing the two buildings up to the NBC, then raising the necessary funds and completing the work. All of this is a legal requirement..

Project name/title: 2nd Engineering Assessment

What is the project start date? 10/2/2016

What is the project end date? 30/11/2016

FUNDING BENEFIT LOCATION

Where will the benefit of this grant request be realised?

Location

Wellington City

NGĀ HUA/OUTCOMES

What are the expected benefits/outcomes?

The preservation of the buildings, including after earthquakes, for future generations

Mahinga/activities: briefly describe your project or planned activities:

Once the engineering assessment has been completed and plans drawn up of the structural alterations needed to achieve at least 34% of the NBC, costings will be prepared by a quantity surveyor to ascertain the cost.. A major fundraising campaign will then be undertaken by the St Gerard's Maintenance and Restoration Trust and when the funds are to hand,the work required will be carried out, following the gaining of the necessary resource consents and a tender process to select the builder. Dunning Thornton will remain involved as the oversight engineers..

How do you know this is needed?

It is a legal requirement under the 2004 Building Act.

How will you achieve it?

With the support of the people of Wellington and beyond. The fundraising effort will be coordinated by a professional fundraising consultancy firm. They have already carried out a preliminary scoping study including interviews with several high net worth Wellingtonians.

How will you show you have achieved it?

This will be a physical reality when the work has been completed.

How do you know the community supports your project? (e.g. What community consultation has taken place and is the project supported by local hapu and iwi?):

We have huge and wide spread support from the people of Wellington, the WCC, Heritage NZ and the Government. St Gerard's Church has weekly masses and a number of other ongoing events (marriages and funerals) and activities (young peoples groups, prayer meetings etc.) but has its own costs to meet from offerings.

What community participation/collaboration will be involved?

There will be a public fundraising with, it is hoped, the support of the local news papers and the WCC.

How does your request align with the purpose or priorities of this fund?

Through its highest possible heritage importance to the Capital City.

FUNDING BENEFIT ETHNICITY

Please select the ethnic groups or communities which will benefit from your activities or project.

Ethnicity

- All
- Middle Eastern/Latin American/African (MELAA)
- Asian
- Pacific Peoples
- European
- Māori

Other Ethnicity:

AMOUNT REQUESTED

If you are GST registered, the amounts should be exclusive of GST.
If you are not GST registered, the amounts should be inclusive of GST.

What is the total amount you are requesting? \$35,000.00

FINANCIAL INFORMATION

What is the total cost of the project? \$82,000.00

Percent of project: 42.682926829

Is your request for a plan or report? no

PARTNERSHIP FUNDING

How much partnership funding has been secured for this project? \$47,000.00

partnership funding % 57.317073171

Partnership funding and amount requested should not exceed 100% of the total cost of the project

Partnership funding + requested amount as % of project cost: 100

PROJECT RELATIONSHIPS

Please provide contact details for the organisations, agencies or bodies who are involved in collaborating with your organisation on this project?

Project Collaborators



- **Collaborator Type:** Organisation
Collaborator Name: St Gerard's Maintenance and Restoration Trust

Contact Name: 9(2)(a)

Contact Details

Phone: 9(2)(a) **Email:** 9(2)(a)

Address: 9(2)(a)

Give details of any projects or services being provided which are similar to your project:

The role of the Trust, as set out above, will be to fund raise so that the work can be completed.

PROJECT RESOURCES AND REQUIREMENTS

Have you secured resource consent for the project? Not Applicable

Have you secured building consent for the project? Not Applicable

Does your organisation own the land the project will be on? Yes

Will your organisation own the facility/site once the project has been completed? Yes

Tell us about how your organisation will manage the facility, outlining how to fund the ongoing maintenance and running costs for the project:

This application is just for the engineering assessment, which is needed to establish how the building can be strengthened to comply with the relevant legal requirements for earthquake prone buildings.

Who is, or will be, responsible for managing this project?

Project Lead Name: Dunning Thornton Consulting Engineers

Project Lead Email:

[REDACTED]

Project Lead Phone: 0

Project Lead Qualifications:

Dunning Thornton is an established engineering consultancy and has undertaken the design and oversight for the seismic strengthening of many buildings in Wellington and beyond. They are highly regarded by building owners in Wellington, having brought many such projects to a successful conclusion, in line with the Building Act 2004

SUPPORTING DOCUMENTATION

Refer to Community Matters

Required Documents:

- Project budget
- Project Plan and timeline
- Quotes, contracts and/or quantity surveyor reports
- Partnership funding: evidence of one third funds secured or raised - not required for feasibility study, conservation plan or specialist report requests
- 2 Letters of support for your project

Required for some projects depending on the nature of your project

- Detailed job descriptions for any project related salaries identified in the budget
- Professional independent endorsement of the project, appropriate to the sector (for capital works projects in museums and art galleries and major restoration projects)
- Resource consent approval - where required for capital works projects
- Landownership: evidence of project support from legal owner and proof of ongoing access for general public for capital works projects
- Concept drawings or floor plans - for capital works projects
- Resource consent approval - where required for capital works projects

Required for large projects (total project cost over \$250,000)

- A completed feasibility study
- Any specialist or conservation reports, restoration plans or collection policies - check website for requirements

Required for feasibility study, conservation plan or specialist report requests:

- A detailed requirements brief

Required for historical projects

- Chapter outline
- Main sources

Required for book publication projects

- Synopsis of proposed book
- One chapter of draft text or manuscript
- Confirmation of the proposed selling price of the book

Additional Supporting Documentation

- Any additional supporting documents you believe provide critical information to support your request

SUPPORTING DOCUMENTATION



ICPE Mission NZ Financial Statements year ended 31 Dec 2015.pdf

Financial Statement: year-to-date or performance (LEH)

Added by Freya Burgess at 12:34 PM on 6 October 2016

Re draft LEH request.msg

Supporting Document; additional

Added by Joanne Becker at 8:19 AM on 27 July 2016

Re LEH Request - ICPU Mission.msg

Supporting Document; additional

Added by Joanne Becker at 8:03 AM on 27 July 2016



Certificate of title page 2.jpeg

Landownership: evidence of project support (LEH)

Added by 9(2)(a) at 1:02 PM on 25 July 2016



Certificate of title St Gerard's.jpeg

Landownership: evidence of project support (LEH)

Added by 9(2)(a) at 1:02 PM on 25 July 2016



ICPE- 2015 Draft Accounts.pdf

Financial Statement: year-to-date or performance (LEH)

Added by 9(2)(a) at 1:01 PM on 25 July 2016



Image (96).jpg

Partnership Funding: Evidence of funds secured or raised (LEH)

Added by 9(2)(a) at 1:00 PM on 25 July 2016



Letter of Support Heritage New Zealand.pdf

Evidence of community support and consultation (LEH)

Added by 9(2)(a) at 2:12 PM on 22 July 2016



Letter from Mayor of Wellington to Lotteries.jpeg

Evidence of local, regional, or district council support (LEH)

Added by 9(2)(a) at 12:12 PM on 22 July 2016



ICPE Seismic Strengthening SUPPORTING DOCUMENTATION

Timetable.docx

Project plan and timeline (LEH)

Added by 9(2)(a) at 12:11 PM on 22 July 2016



Dunning Thornton Preliminary Engagement letter.pdf

Quotes, contracts and/or quantity surveyor reports (LEH)

Added by 9(2)(a) at 12:08 PM on 22 July 2016



Image (95).jpg

Letter of Support (LEH)

Added by 9(2)(a) at 11:47 AM on 22 July 2016



Budget for 2nd earthquake engineering assessment ICPE.docx

Budget (LEH)

Added by 9(2)(a) at 5:29 PM on 20 July 2016

▼ DOCUMENT CHECK

Does customer need to be notified due to incomplete request? No

▼ CONFLICT OF INTEREST

Conflict of Interests that show here:

- all conflict of interests that were created from here
- any conflict of interest with the organisation making this request

Recording a Conflict of Interest (COI)

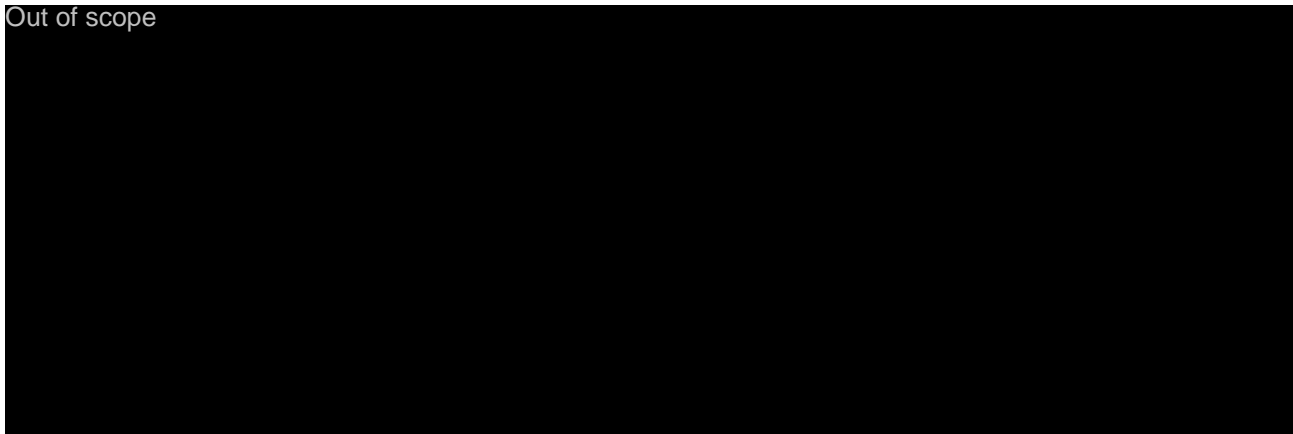
Add a COI here if the COI is with the organisation making the request, or with a person within the organisation.

To add a new COI, click the ⊕ button and complete the form.

NGĀKAU KŌNATUNATU / CONFLICT OF INTEREST

▼ INTERNAL ASSESSMENT WORKBOOK

Out of scope



CUSTOMER ENGAGEMENT FOR THIS REQUEST

Observations and report on customer discussion (phone, skype, email):

Email correspondence to request updated 2015 financial accounts.

Visit/customer engagement date: 17/8/2016

Visit or customer engagement by: Freya Burgess

Additional Commentary:

Customer was prompt to respond and supply the updated accounts.

Note: Any additional assessment documents provided during customer engagement should be uploaded in "Community Operations Internal Documents"

REPORT COMMENT - Request eligibility and alignment with fund criteria:

Institute for World Evangelisation – ICPE Mission (New Zealand Branch) is seeking funding for the preparation of second engineering assessment of the St Gerard's Church and Monastery in Wellington.

The customer met Lottery Grants Board and Lottery Environment and Heritage (LEH) eligibility requirements.

Partnership funding is not a requirement for specialist plans and reports. However, the organisation has tagged \$22,000 of internal funding towards the project and has submitted an application to the Wellington City Council Built Heritage Fund for the shortfall of \$25,000.

The project plan satisfactorily supports the request.

This request is a report that will guide a project which will restore, protect and conserve a place that is important to our history.

COMMUNITY OUTCOMES

Will contribute to/support the community achieving its outcomes or aspirations:

See below

Assessment of regional and/or national significance of project:

See below

Community need (including assessment on identification of community need and the community support for the project):

See below

Evidence of community collaboration:

See below

REPORT COMMENT - Intended community benefits of project (including assessment of the benefits that will be realised):

Satisfactory community support for the project was provided by Celia Wade-Brown, Mayor of Wellington City Council and the Mt Victoria Historical Society. Given the request is for a seismic assessment these letters are satisfactory.

The project has local, regional and national significance as the St Gerard's Church and Monastery is listed as a Category I historic place by Heritage New Zealand, has protection through the Wellington City Council District Plan and is considered one of the most iconic landmarks in Wellington due to its exterior red brickwork and cliff-top site.

Professional endorsement for the project was provided by Heritage New Zealand.

The project has been assessed against the Lottery Grants Board's general policy principles, key application criteria and key funding objects and aligns with these.

Community collaboration is not possible at this stage of the project, given the request is for a structural engineering report. These specialist reports are not projects that the wider community can actively engage in.

ALIGNMENT WITH FUND PURPOSE AND OUTCOMES

Tātai Pūtea Funding Scheme Outcomes : New Zealand's history has been preserved for future generations.

REPORT COMMENT - Alignment with fund purpose and outcomes:

This project aligns with the fund's purpose as it will restore, protect and conserve a place that is important to our history.

The project will contribute towards fund outcomes by preserving New Zealand's history for future generations.

EVIDENCE THAT REQUEST MEETS FUNDER'S PRIORITIES

Priorities: delivering a community benefit of a public nature for New Zealand communities., enhancing the preservation of places, structures or objects with proven heritage significance

REPORT COMMENT - Comment on request alignment with funder's priorities:

This is a single stand-alone project that aligns with the Committee's physical heritage priorities.

The project will restore and protect a place of significance to our history and protect and conserve a place for the future.

The Committee regularly funds the preparation of specialist reports including structural engineering report when an applicant wishes to either restore or conserve a heritage building, structure or large built object.

The organisation previously had prepared an initial seismic assessment completed by a different firm (Clendon Burns & Park) which was estimated at \$10,000,000 to achieve 67% of the NBS. The organisation is seeking a peer review of the detailed structural assessment in the hope that an alternative approach may be more cost effective. This shows robust project planning on behalf of the organisation.

ASSESSMENT OF ABILITY TO DELIVER

Project manager involved in the project: No

First Time Applicant: No

Comment on previous grants history from legacy systems and any watchlist issues identified:

See below

Current issues identified:

Nil

Having reviewed the customer's grants history, is the level of funds requested here uncharacteristic? No

Is the budget and proposed expenditure appropriate? Yes

Is the planning provided appropriate to the scale and complexity of the proposal? Yes

Are there appropriate resources available to undertake and complete this initiative? Yes

Is the organisation experienced in delivering activities of similar scope, scale and complexity? Yes

REPORT COMMENT - Ability to deliver: summary comment on governance, management, and financial performance, and previous experience of initiatives of similar scope:

Project planning supporting this request was appropriate to the scale and complexity of the project. Given the request is for the preparation of a specialist report, there are no concerns over the organisation's ability to deliver the project.

The budget and proposed expenditure is appropriate to the nature of the project.

In June 2010, the organisation received an LEH grant of \$10,000 towards the preparation of an engineering report for the seismic strengthening of St Gerard's Church and Monastery. The grant accountability has been satisfactorily finalised. In April 2014 the organisation requested \$3,000,000 to earthquake strengthen the church and monastery but subsequently withdrew the request. An application was then submitted by St Gerard's Maintenance and Restoration Trust for the same project. The Committee declined the request as the project was still at a very early stage of development. The Committee said it would welcome another application when the project is more developed and when at least one third of the total cost of the project had been secured.

Audited accounts for the year ended 31 December 2015 show a surplus of \$77,631 from a total income of \$364,325. The majority of this income was from donations and income from programmes. At balance date, the organisation had positive working capital of 6 months' usual operating costs.

ASSESSMENT OF RISK

 Organisation financial analysis not completed

RISK INDICATORS

Org High Risk Indicator: Less than 3 months Working Capital

Likelihood of non compliance

Failing to Supply Results Report On Time 2
(1 = not likely; 5 = very likely):

Failing to supply Results Report at all 1
(1 = not likely; 5 = very likely) :

Advisor's opinion of request risk (1=low risk; 5=high risk): 1

Provide comment on why you identified this level of risk:

This will be a relatively straightforward and low risk project for the experienced professional preparing the report.

The organisation has previously received an LEH grant and is capable of successfully managing a further grant of similar size and scope.

Accountability report submitted over six months late for LEH grant.

REPORT COMMENT - Organisation's capacity, maturity, and capability in relation to the amount of funding requested and complexity of what is proposed:

The structural engineering assessment will be completed by an independent assessor who has the relevant qualifications and expertise to complete the report.

Management of a project of the scope and complexity of this request is within the group's resources.

The project is well designed, planned and managed and the organisation has the to deliver a successful project.

Further mitigation required if grant is recommended: No

Which other fund could assist the applicant?

▼ RECOMMENDATIONS

Recommendation: Fund
Total amount recommended: \$35,000.00

Recommendation Reason:

The Committee considered the request aligned well with Lottery Grants Board outcomes and this Committee's physical heritage priorities and funding criteria.

Recommended excluded costs or expenditure (fund specific):

Recommended Pre-Payment Conditions:

Recommended Ara poutama/milestone 1 reporting and/or payment conditions:

Recommended Ara poutama/milestone 2 reporting and/or payment conditions:

Recommended additional terms and conditions to manage risks:

Recommended Grant Agreement start date: 26/10/2016

Recommended Grant Agreement end date: 7/12/2017

▼ OUTCOMES

Common Investment Type: Community Projects, Capital Works Projects

Pūtake Pūtea Funding Source Outcomes: Promote community participation, inclusion and identity

Komiti Pūtea Funding Committee Outcomes: Physical heritage projects enabled

DECISION

Decision : Fund
Decision date: 26/10/2016
Total amount awarded: \$35,000.00

Decision Reason:

The Committee has chosen to fully fund your request. It considered the project to have strong alignment with Lottery Grants Board outcomes and the Committee's physical heritage priorities and funding criteria.

The Committee thanks you for applying to the Lottery Environment and Heritage Committee and wishes you every success with the project.

Percentage of project cost %	42.682926829
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Percentage of requested amount %	100
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Include Excluded Costs or Expenditure: No
Include pre-payment conditions: No
Include Ara poutama/milestone 1 reporting and/or payment conditions: No
Include Ara poutama/milestone 2 reporting and/or payment conditions: No
Include Ara poutama/ milestone 3 reporting and/or conditions:
Include additional terms and conditions: No

COMMITMENT

Funding Sources

Amount: \$35,000.00
Source: 16/17 LGB
Initiatives: Lottery Environment and Heritage, Lottery Environment and Heritage
Financial Year: 2017

\$35,000.00 Total Funding
\$35,000.00 Grant Amount
\$0.00 Difference

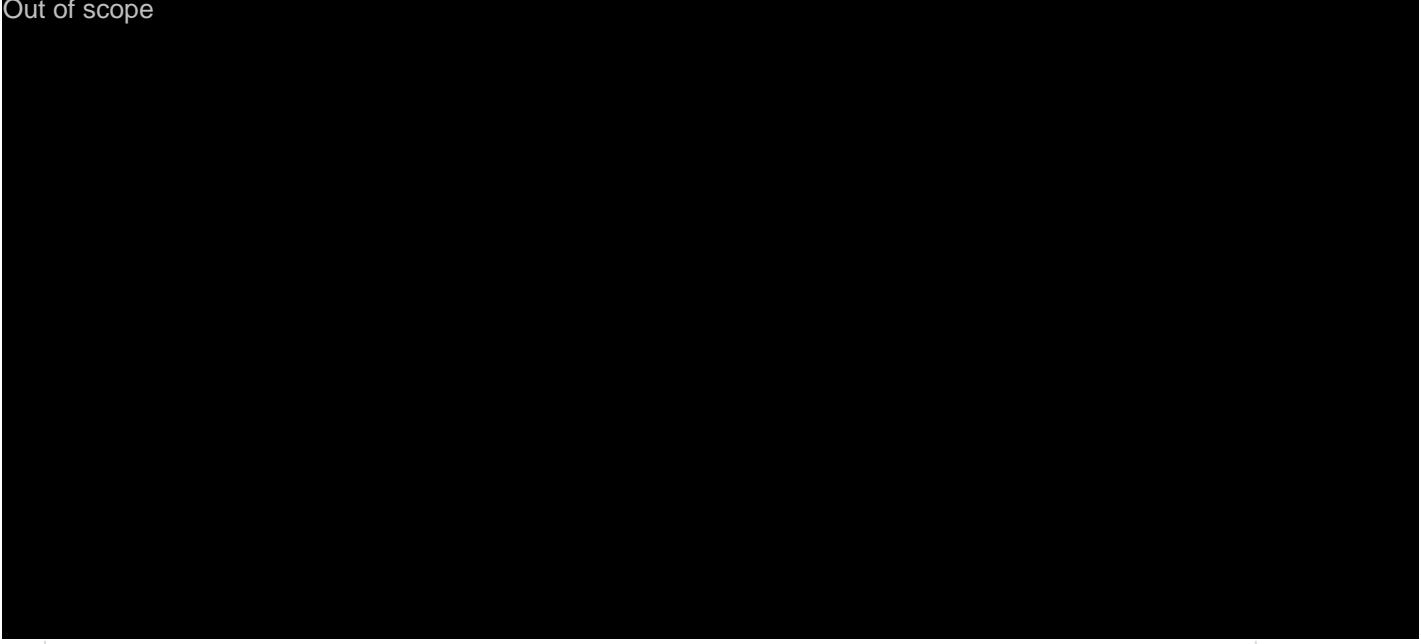
Amount Paid to Date: \$35,000.00
Pending Payment: \$0.00

▼ WRITEBACK

▼ INFO FOR STAFF: WRITEBACK PROCESS

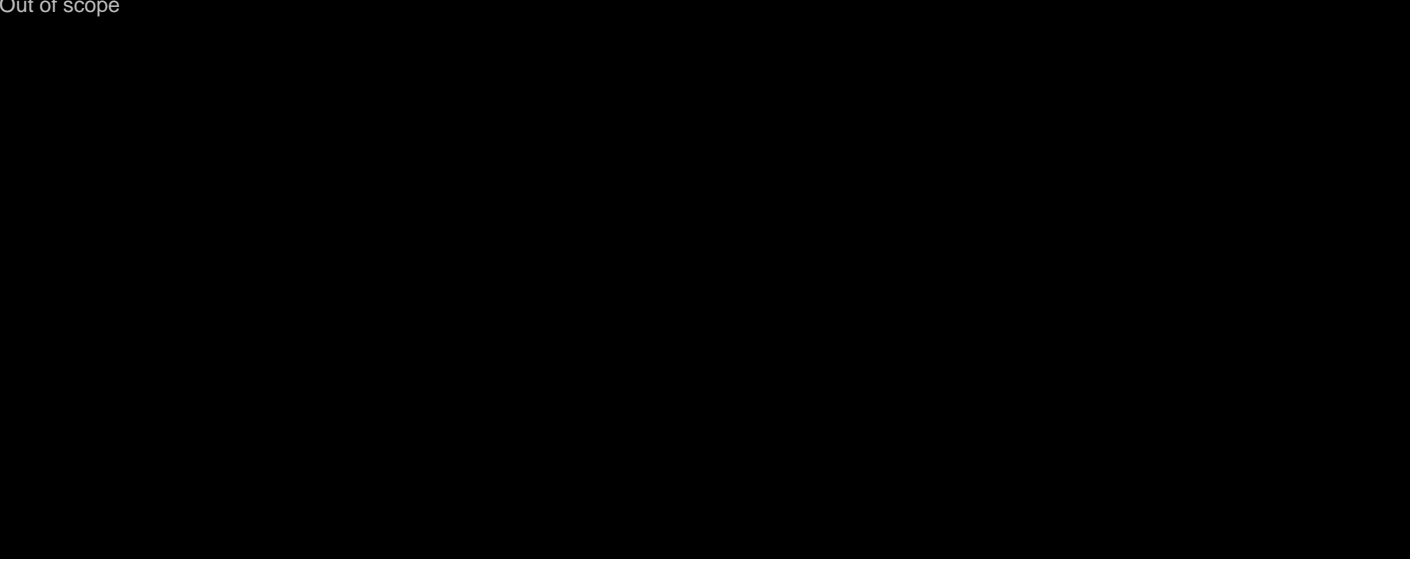
Out of scope

Out of scope



Add a writeback

Out of scope



NOTIFICATION OF DECISION

Decision information that displays to customer at stage 43 final decline or from stage 29 onward

Decision: Fund

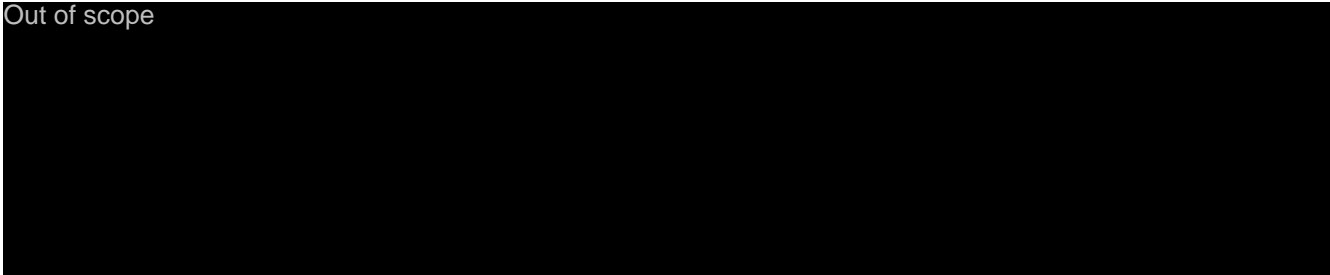
Grant Awarded: \$35,000.00

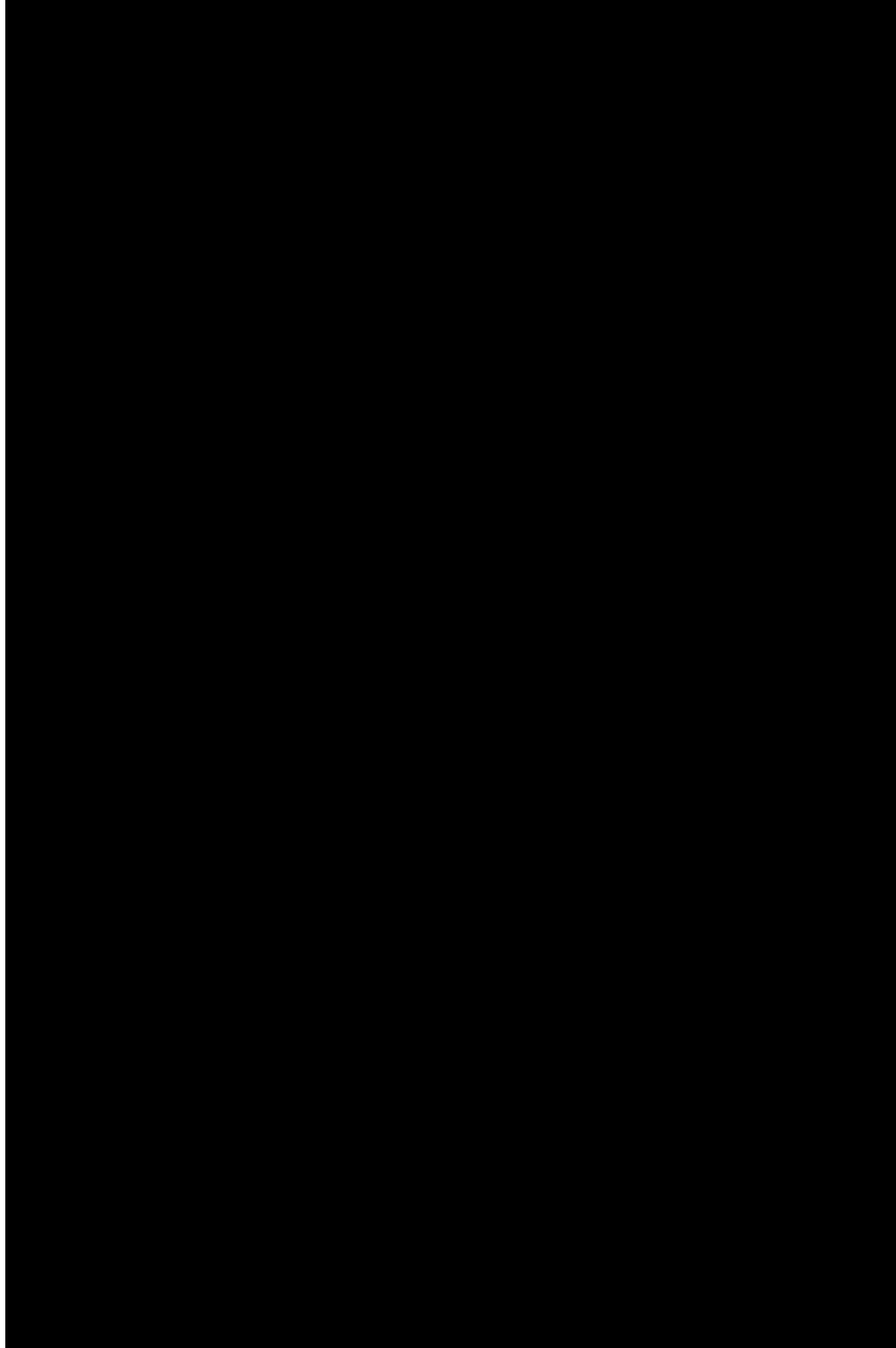
Decision Reason: It was noted that The Committee has chosen to fully fund your request. It considered the project to have strong alignment with Lottery Grants Board outcomes and the Committee's physical heritage priorities and funding criteria. The Committee thanks you for applying to the Lottery Environment and Heritage Committee and wishes you every success with the project.

Date notified: 2 November 2016

GENERATE GRANT AGREEMENT

Out of scope





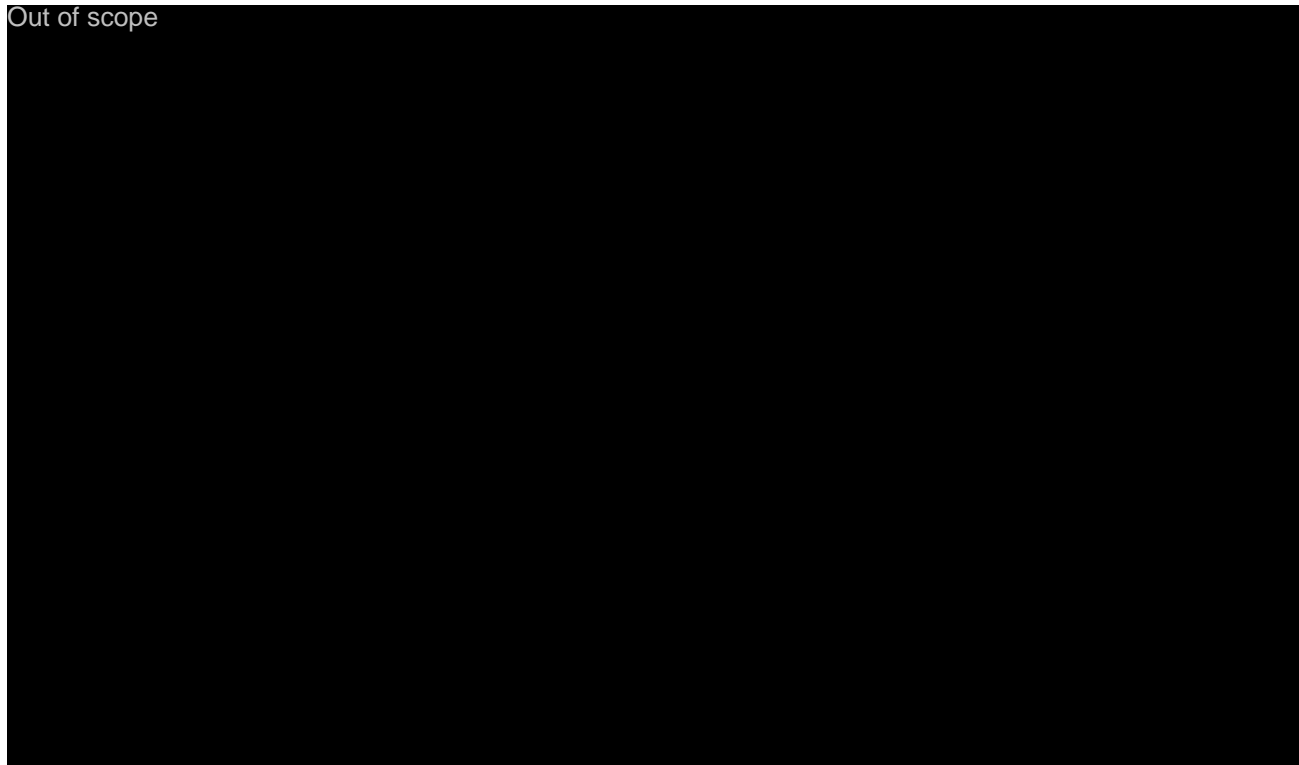
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DOCUMENTS FOR REVIEWERS

REVIEWER DOCUMENTS

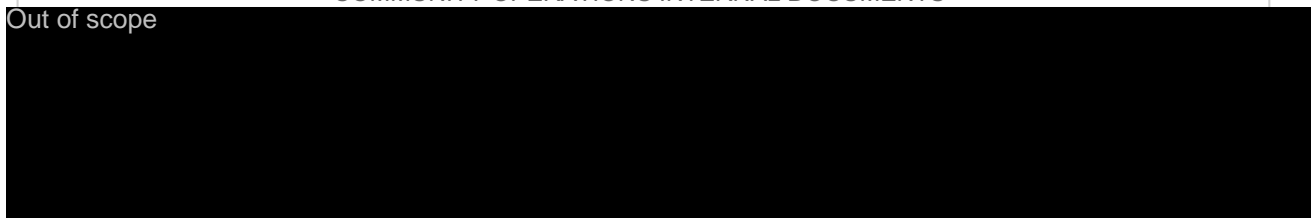
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INTERNAL DOCUMENTS

COMMUNITY OPERATIONS INTERNAL DOCUMENTS

Out of scope



Out of scope




Monitoring Activities

Relationships

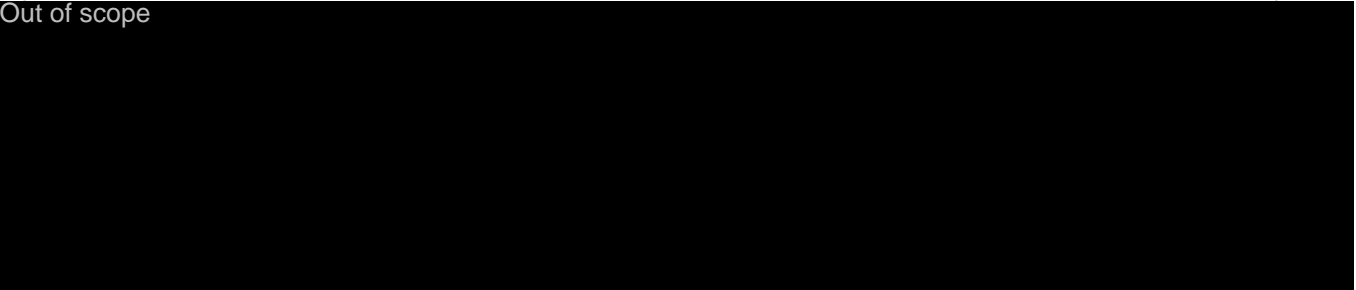
Ad Hoc Emails

Out of scope



SYSTEM GENERATED EMAILS

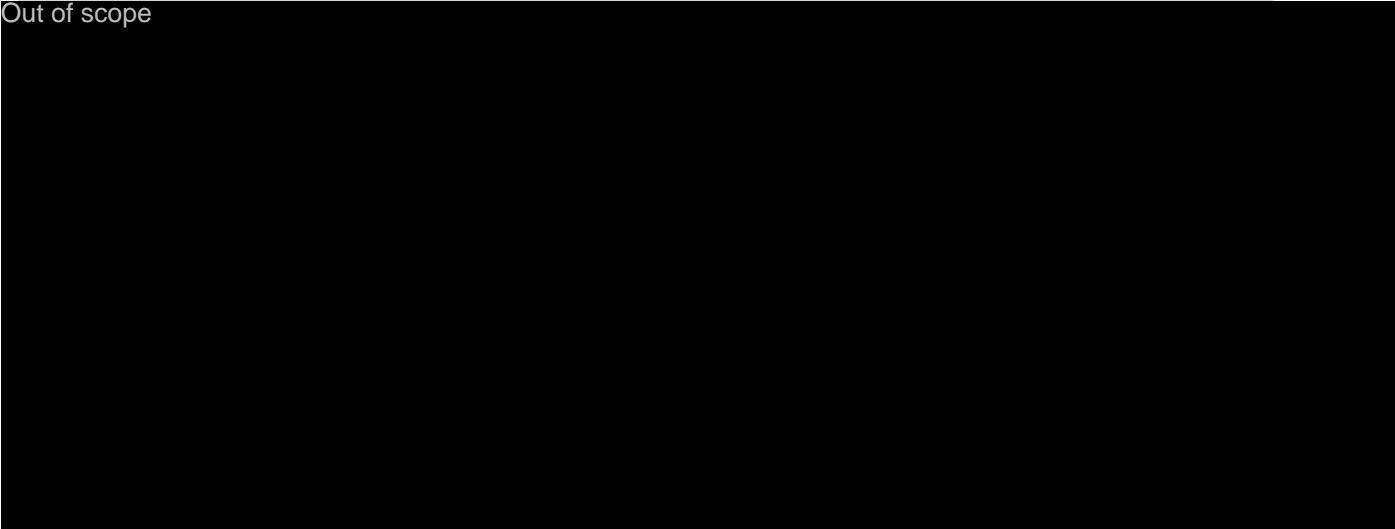
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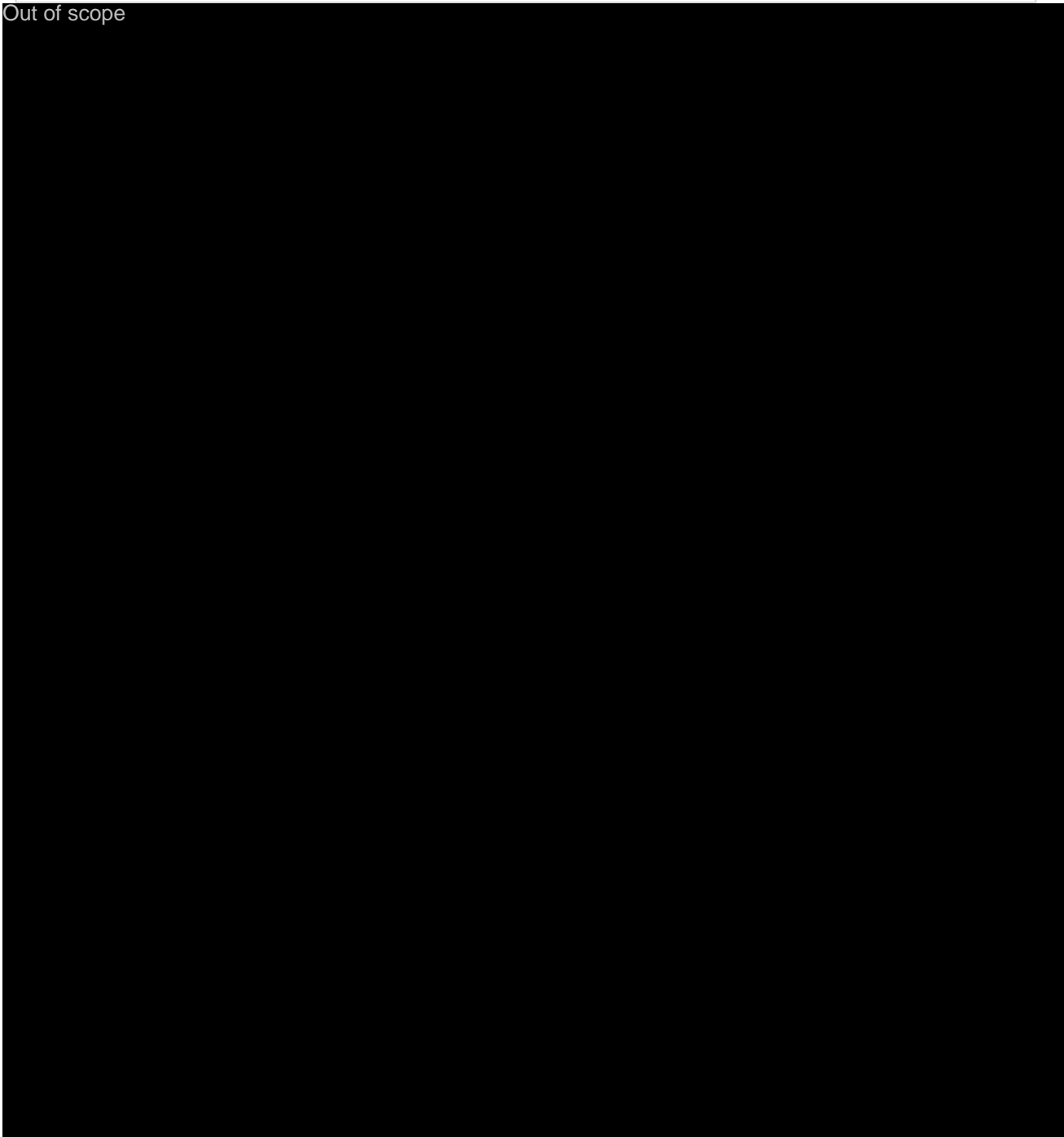
SYSTEM GENERATED EMAILS

Out of scope




WORKFLOW NOTES

Out of scope



Out of scope

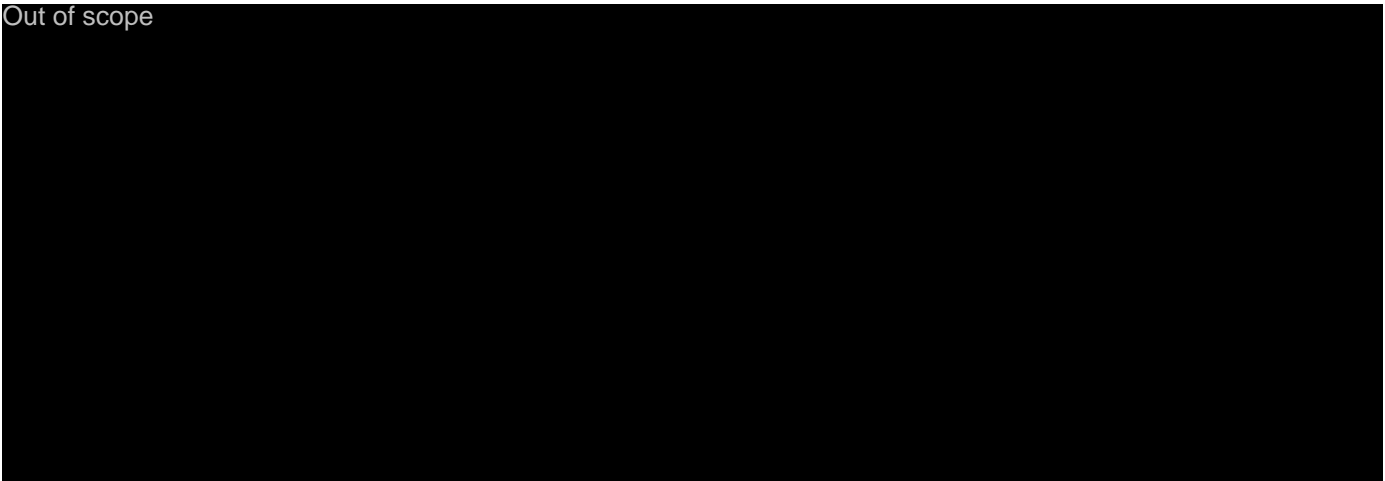


AUDIT HISTORY

HISTORY
Show History

▼ INFORMATION FOR STAFF: WORKFLOW

Out of scope



Out of scope

