

MORECAMBE TOWNSCAPE HERITAGE INITIATIVE (THI) 2 – A VIEW FOR ERIC

GUIDE TO ELIGIBLE WORKS



General grant advice

This guide supports the more general information provided in **GRANT GUIDANCE NOTES** and provides more detailed advice about the type and standard of works that are eligible for grant assistance.

It is important that you read through these notes and ensure that any professional advisers you employ are aware and adhere to the guidance. We appreciate that there is a lot of information to take in, so please don't hesitate to contact us if or when you have any questions! It is not essential that you understand all of the information but that you appreciate the high quality conservation standard that 'A View for Eric' is trying to achieve and that the grants are made available to reach this standard.

Con·ser·va·tion a·re·a – an area recognised as having special architectural or historic interest, the character of which it is desirable to preserve or enhance.

All works undertaken as part of THI 2 must respect the special character and integrity of the building, structure or feature, and of the conservation area in which it lies. This must be done in line with the relevant national conservation policies, and following guidance and advice issued or endorsed by the Heritage Lottery Fund, English Heritage or Lancaster City Council.

We will not give grant for works that, in our reasonable opinion, do not meet generally accepted standards of quality and accuracy in materials or workmanship appropriate to the circumstances, whether in conservation works or new construction. Any unsatisfactory or inappropriate proposals may potentially jeopardise the offer of the entire grant.

Eligible categories of work:

Building repairs:

The main objective of the THI is to put into good repair the structure and external fabric (envelope) of buildings and structures that make a positive contribution to the character or appearance of the conservation area.

Repairs should be comprehensive in scope, using appropriate techniques or methods of construction and appropriate natural or traditional materials normally on a like-for-like basis.





Substitute or artificial materials are ineligible, and their use is generally unacceptable on grant-aided projects.

Works of routine maintenance, redecoration and internal repairs are not eligible.

However, redecoration may be eligible if it is needed as a direct result of eligible repair and the public has access to the building, by virtue of its use, such as a restaurant or shop. Internal repair works may also be eligible where they are necessary for structural stability.

Eligible repairs may include:

- **Consolidation or reinforcement of the existing structure**, using the most conservative approach that is practicable, although limited reconstruction in line with the existing;
- **Appropriate repairs to timber** frames, roof structures, beams, floor joists and other structural timbers, based on a careful and comprehensive survey of the existing structure. We cannot accept in-situ reinforced resin repairs to structural timbers unless justified on the grounds of avoiding major disturbance of historic fabric.
- **Dry rot eradication** and appropriate conservation-based timber preservative treatments. These must be based on an analysis and specification by an independent consultant with conservation expertise and use non-destructive techniques and non-toxic applications. The consultant's fees are also eligible for grant.
- Damp-proofing by traditional methods, but only where damp is causing structural damage to the building. **Damp-eradication measures**, such as improved drainage, the introduction of French drains or the lowering of ground levels, are preferable where practicable.
- **Re-roofing in natural materials traditional to the area** (such as Burlington blue/grey slate), normally to match the historic covering. This should be done by using new materials and/or re-using sound existing materials where possible. Re-roofing with available but substandard, artificial or alternative materials – such as concrete tiles, asbestos cement slates, reconstituted slates or artificial stone slates – is not eligible for grant. The use of roofing felt for flat roofs or lining gutters is also unacceptable. Repairs to the roof structure and high-level external elements should be undertaken at the same time as re-roofing.
- **Repairs to chimneys**, including lining or rebuilding if structurally essential, provided that the chimney is reinstated accurately to the historic height and profile. The replacement of the historic style of chimney pots/cans is also eligible for grant. The retention and repair of existing stacks or stalks may be a condition of grant offered to other works.
- **Repair or renewal of existing leadwork**, the provision of weatherings and the re-forming of gutters to adequate falls, normally in line with the details and codes recommended by the Lead Sheet Association in 'The Lead Sheet Manual'.

- The **repair or replacement of rainwater goods** or a rainwater disposal system in a building to match the historic material and sections. Generally, this will be in cast iron, but occasionally in lead, timber or stone, where appropriate. Aluminium, plastic, PVC or glass reinforced plastic (GRP) rainwater goods are not eligible. 
- The **repair of external stonework and brickwork**, including decorative elements, to an appropriate specification. Plastic or in-situ resin-based mortar repairs to brickwork and stonework are not normally acceptable or eligible.
- **Selective rebuilding of existing stonework and brickwork**, if structurally necessary and to an agreed specification. Generally, this will involve using salvaged existing materials and/or new matching materials, and should be preceded by a record survey of the existing stonework/ brickwork. Only re-pointing which is structurally necessary, kept to the absolute minimum required and carried out to an appropriate specification, is eligible, using an agreed specification. Comprehensive re-pointing for cosmetic reasons is normally not eligible. 
- The repair or, if necessary, reinstatement of the historic pattern and detail, in the historic material, of **windows, external doors and other external joinery including shop frontages** which contributes to the character of the building and/or the conservation area. Where appropriate, secondary glazing might be acceptable. The addition or retention of external security shutters is not appropriate under this scheme.
- **Repairs to external render**, stucco or harling and limited areas of renewal (there should be a presumption against total or substantial renewal), to an approved specification. If such a coating has been removed in recent years to the detriment of the performance and appearance of the building, its reinstatement may be the most appropriate form of repair.
- The **external cleaning of stonework and brickwork** is eligible where there is such a build-up of dirt, paint or resin coatings on the surface that this must be removed in order to assess the extent of necessary repair, or where the surface build-up is damaging the fabric of the building due to a chemical reaction. Cleaning for aesthetic reasons is only eligible if it significantly improves the building and conservation area and does not cause damage to the stone-and brickwork. Any cleaning which is confirmed as eligible must be done to an approved specification, based on trials and carried out by specialist conservation contractors. 
- The **repair or reinstatement of retaining walls, boundary walls and/or railings** that contribute to the stability of the building, enhance its setting, or contribute to the character of the conservation area. 

Reinstatement of architectural features: 

The restoration of architectural features is only eligible where the building is otherwise in good repair, or will be repaired as part of the project. The restoration of architectural features can, if necessary, include the reinstatement of missing details.

The objective is to reinstate in whole, or in part, elements of the exterior fabric which are essential to the design and character of the building, such as decorative ironwork, including railings, cornices, string courses, window architraves and joinery to historic patterns.

This does not include 'conjectural restoration' works – works for which there is no firm historical evidence surviving on the building or recorded in photographs. Further, the works must not involve the reversal of alterations that are themselves of quality or interest.

The use of GRP or similar replacement mouldings are not eligible for grant, nor are proprietary in-situ resin-based repair techniques.



Please refer to the **PRACTICAL CONSERVATION GUIDANCE** for further information regarding appropriate materials and techniques where you see the glasses symbol in this guide

Bringing vacant historic floor space back into use:

This includes works to vacant floor space in historic buildings, such as unused upper floors over shops. Proposals for such works must respect the character and special interest of the building internally as well as externally. Grants to bring vacant historic floor space into use will only be offered if the building is in good repair, or will be put into good repair as part of the project.

To be eligible for grant, vacant historic floor space should be vacant because of poor condition or because the historic floor space fails to meet the needs of modern users.

For a vacant building to be brought back into use, it will normally be necessary to have a future user in place to help justify the owner's investment and the grant funding itself. If there is a clear justification for speculative conversion, there must be a degree of certainty that there is a demand for the relevant type of property in the area.

Eligible works may include:

- All aspects of the physical works of conversion, including necessary internal and external alterations, basic provision of heat, light and power, and basic decoration.
- Some proposals to bring vacant historic floor space back into use may involve an element of new-build.

Furnishings and fittings, such as kitchen units and appliances, bathroom units and plumbing, shop fittings, restaurant fittings etc, are not eligible for grant. Services beyond the basic provision of heat, light and power are not eligible either.

The grant will reflect the 'conservation deficit' which is the difference between the cost of eligible repair and the financial value added to the property as a result of the repair work.

General matters:

Professional fees: Appropriate fees will be eligible should a grant be approved e.g. the services of a chartered architect (e.g. RIBA accredited) for plan making. If our grant contribution is likely to be more than £25,000 we will insist that such advice is employed.

Planning fees: Fees associated with planning permission, building regulations and other consents will be eligible but must clearly relate to the eligible works the grant is being used for.

Building surveys, feasibility studies, options appraisals and business plans: These may be eligible if it is a vital piece of work needed to develop the project or determine a new use.

Preliminaries: Some building costs involve essential preparatory work. These are a fundamental part of the cost of the work and are therefore eligible in principle. Eligible preliminaries include: site set-up, site security (e.g. fencing), ensuring health and safety requirements are met, scaffolding, and installing portaloos. A pro-rata proportion of the relevant preliminaries will be calculated based on eligible and any non-eligible costs. The appropriate grant percentage level will then be applied to calculate the grant contribution.

VAT: VAT may be payable on eligible repair costs and fees, and where it cannot be recovered, is eligible for grant. Guidance on VAT and listed buildings is contained in VAT Notice 708 Buildings and Construction.

Contingency: Tendered project costs should include an appropriate contingency allowance as if the cost of the project exceeds the tender price, no increase in grant will be available. This should be no more than 10% of the eligible works for large-scale projects and you will need approval from the THI team before any contingency allowance can be expended.

Insurance: Insurance must be taken out for the work and any unfixed materials / goods delivered to the property. These must be covered for their full value against loss or damage and should be held in the names of the person or organisation receiving the grant and the contractors carrying out the works. It must note the THI funder's interest in the work.

Other THI Guidance Available:

GRANT GUIDANCE NOTES

PRACTICAL CONSERVATION GUIDANCE

SHOP FRONT DESIGN AND ADVERTISEMENT GUIDE

A GUIDE TO BUILDING MAINTENANCE

Further guidance may be available as the scheme progresses, please check our website for updates and new guidance at www.lancaster.gov.uk/viewforeric.