

The Councils of the City and County of Kilkenny



CONSERVATION GRANT SCHEME

TERMS AND CONDITIONS

CLOSING DATE FOR RECEIPT OF APPLICATION – 5th March 2010

1.0 Introduction

The successful applicants to the scheme will be subject to strict scrutiny and inspection in the carrying out of the works.

Accordingly it will be necessary to follow a list of principles of repair. Each individual case will be analysed so that they can be applied to generate specific solutions for that particular case.

Broadly speaking these principles are as follows:

- (a) The primary purpose of the works must be to restrain the process of decay without damaging the character of the building or destroying historic fabric.
- (b) Intervention through repair must be kept to a minimum.
- (c) Unnecessary replacement of historic fabric is to be avoided.
- (d) A thorough understanding of the historic development of the building will be a necessary preliminary to the works.
- (e) The cause of defects must be carefully analysed.
- (f) Proven techniques are to be used.
- (g) Repairs are to be executed honestly.

1.1 Typical Works considered eligible for grant aid

- Works essential to make a structure or part of a structure stable.
- Repair of roof structures.
- Repair or renewal of roof coverings.
- Necessary renewal of roof lead work.
- Repair of roof features.
- Necessary repair or replacement of rainwater disposal systems.
- Provision of overflows and weirs to rainwater disposal systems so that, in the case of a blockage, water is visibly shed clear of the structure.
- Measures to combat rising or penetrating damp, where this is directly damaging the fabric or contents of an historic structure.

- Necessary repair of external walls (including work to the structure, surfaces, and decorative elements on the wall surface, or wall coverings or claddings).
- Repair or replacement of elements set in walls.
- Works to conserve original internal floors, ceilings, walls and partitions, doors, floor boarding, wall panelling, plain or decorative plasterwork, which contribute to the special interest of the structure.
- Necessary repair or replacement of existing external features which contribute to the special interest of the structure.

1.2 Works that will not be considered eligible for funding

- Routine maintenance: i.e. Works which a prudent building owner might be expected to carry out.
- Improvements: i.e. plumbing, wiring, heating, decoration, upgrading of bathrooms and kitchens, extensions, conversions.
- Cleaning for cosmetic purposes: Cleaning is usually unnecessary except to remove surface dirt, which is damaging to the fabric of the building. Cleaning can cause damage unless a specialist contractor under proper supervision carries it out.
- Damp proofing: If a building is suffering from damp, the cause should be first ascertained. The lack of a damp proof course at the time of construction does not make the building eligible for a grant for the provision of one. Improving or repairing the surface water drainage or adjusting the outside ground levels can often successfully treat so-called rising damp. The introduction of impermeable damp proof courses or membranes may only divert water to another area of the building.
- Restoration: Where a building has reached the stage when substantial damage has occurred due to decay, or neglect, or where the building has been altered so substantially so as to lose historic character, grant assistance will not be considered.
- Projects of a commercial nature: Projects will not be funded where the owner might reasonably be expected to include the cost of repairs as part of a business plan.

1.3 Terms and Conditions

An application for a grant under the scheme may be made to Kilkenny County Council by an owner or occupier of a Protected Structure or Proposed Protected Structure and must be made on the supplied form. The form must be filled in fully and copies of quotations, estimates and specifications attached.

Where the Authority considers that an application meets the terms and conditions of the scheme it will carry out an inspection of the structure concerned. If following such an inspection the Authority is satisfied that the structure and proposed works qualify it will prioritise the application in relation to other applications made to it having regard to the authorities scheme of priorities.

The standard amount of the grant is 50% of the approved cost subject to a maximum of €13,000 whichever is the lesser. Where funding under any other scheme financed by the Exchequer or EU has been received or approved in respect of the qualifying works concerned, the maximum amount of grant available under this scheme is that amount which would bring the total amount of Exchequer or EU funding payable to 75% of the approved cost.

Having determined the amount of grant a certificate of Provisional Approval will be issued. This will state the proposed works to which the Certificate relates, the amount of the grant, which has been determined, and the terms and conditions under which the approval is being given.

After receipt of a Certificate of Provisional Approval and where all other statutory requirements (in most cases a Declaration under the 2000 - 2007 Planning & Development Act will be required even to carry out minor repairs-contact the Conservation Office for advice) have been met the applicant may begin the approved works. The Conservation Office is to be notified prior to commencement of the works.

Where the works are carried out by contract the contractor must be registered for VAT and hold a current Form C2 or tax clearance certificate. (Evidence of this must be submitted with initial application form.)

On completion of the works the applicant may claim payment of the grant by signing the declaration incorporated in the certificate of provisional approval and returning it, together with the appropriate documents.

Following receipt of a claim for payment an inspection of the works concerned will be carried out to ensure that they are completed satisfactorily and in accordance with the Certificate of Provisional Approval. If satisfied in this regard the grant will be paid.

The engagement of professional advisors in relation to works carried out under the scheme is strongly encouraged.

**PROTECTED STRUCTURES ONLY ARE ELIGIBLE TO RECEIVE GRANTS
UNDER THE SCHEME
APPLICATION AND SUPPORTING DOCUMENTATION SHOULD BE SENT TO
CONSERVATION OFFICER, KILKENNY COUNTY COUNCIL, COUNTY HALL,
JOHN STREET, KILKENNY
INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED AND WILL BE
RETURNED TO THE APPLICANT**