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Te Horo Hall

Seismic Strengthening
Assessment of Effects on Historic Fabric

16 July 2024
Revision 2

Contents

Document Status	Date
Revision 1	2 July 2024
Revision 2	16 July 2024

1 Introduction

1.1 Purpose of this Heritage Effects Assessment

This Heritage Effects Assessment has been commissioned by the Te Horo Hall Society Incorporated (the Society) in relation to proposed seismic strengthening work to the Te Horo Hall, 56 School Road, Te Horo.

The Society sought Resource Consent from the Kāpiti Coast District Council (KCDC) for the proposed works in April 2024. In response to this application, the Society received a Request for Further Information from KCDC which included:

> 1. *An analysis of the potential impact the seismic strengthening work may have on the Heritage features of the Historic building B110: Te Horo Hall at 56 School Road, Te Horo. The building contains the original floors, walls, doors, ticket office, and raised stage. The analysis is required to be undertaken by a person or organisation that has the understanding of heritage features in the Kapiti Coast area.*

The purpose of this Heritage Effects Assessment document is to fulfil this specific request. The Assessment will: summarise the overall heritage significance of the interior building fabric; describe and assess the impact that the proposed seismic strengthening works will have on that fabric; and propose ways to mitigate any negative impacts, including managing risk of potential effects occurring, if appropriate. It does not constitute a full Assessment of Environmental Effects, or a full Heritage Effects Assessment against all of the relevant objectives, policies or rules in the Kāpiti Coast District Plan.

1.2 Legal Description and Ownership Details

The property is located on Lot 1 DP 56160. It is owned by Te Horo Hall Society Incorporated. The current site boundaries were surveyed in 1984.

1.3 Heritage Status

The Te Horo Hall is scheduled as a Historic Building (B110) in Schedule 7 of the Kāpiti Coast District Plan.

Neither the building nor the site is listed with Heritage New Zealand Pouhere Taonga (HNZPT), nor is the site in a listed heritage area.

According to the New Zealand Archaeological Association's recording scheme, *ArchSite*, there are no recorded archaeological sites on the subject property; however, there are four recorded sites within a 1km radius: R25/48, R25/99, R25/100, and R25/101. These are associated with both pre-European and European occupation of the area.

1.4 General Description of the Site and Building

School Road is the main road that feeds the western side of the small settlement of Te Horo. The northeast side of the road is predominantly rural with some residential blocks, while the southwest side of the road, on which the Hall is located, is predominantly residential, but also includes St Margaret's Church, the fire station, and Te Horo School (for which the road is named) positioned at the southeast end.

At 4485m^2 the site is substantial, and includes the Hall itself, a house and fenced garden, and asphalted tennis courts at the rear (southwest). The Hall and house are positioned close to the street-front boundary, with a gravelled forecourt, a row of well-spaced trees, and a row of perpendicular carparks between the buildings and the carriageway. Some smaller trees are planted adjacent to the entrance and northern corner of the building. A shared driveway extends along the southeast side of the Hall providing access to the rear of the site and to the adjacent building.

The Hall itself is made up of the original timber-frame building constructed in 1914, which includes the entry, ticket office, cloakroom, main hall, raised stage and anteroom; and additions made in the 1970s on the northwest and southwest (rear) sides incorporating the hall annex, dining room, kitchen, and toilets. The main entrance is via an enclosed porch at the front of the building, and there are secondary entrance points on either side. A deck extends out from the southwest (rear) side and provides a further entry point.

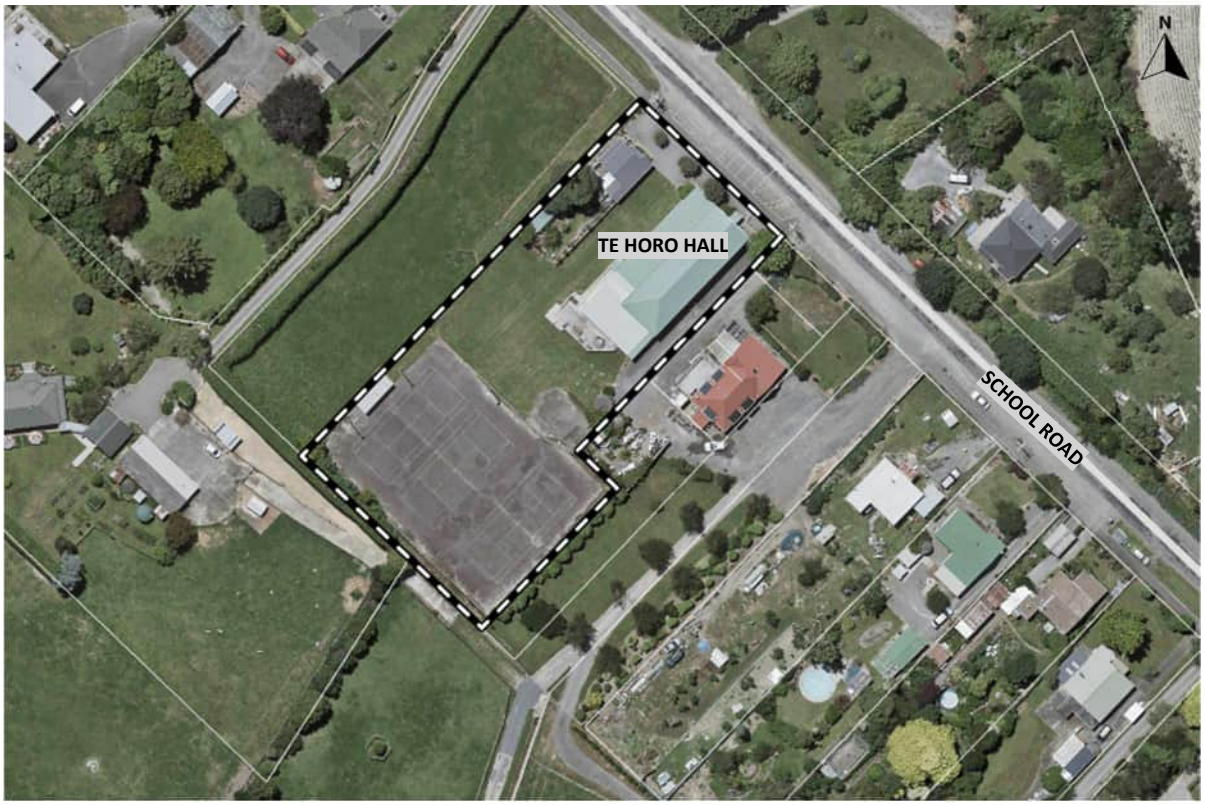


Figure 1: Aerial view of the subject site. The property boundary is outlined in black and white, and the hall itself is identified.
Source: Kāpiti Coast District Plan Online

1.5 Outline of Proposed Works

The Te Horo Hall is subject to an Earthquake-Prone Building Notice, and must be strengthened to a minimum of 34% of the new building standard (NBS) or closed by 2034.

The proposed works include seismic strengthening of the existing Te Horo Hall building, to achieve a minimum seismic strength of 67% NBS, through the addition of transverse structural frames supported on new foundations, installation of anchor piles, replacement of selected structural elements, and new wall linings to improve bracing.

Accessibility and fire service upgrades are also proposed in accordance with the New Zealand Building Code.

The works are detailed in Section 0 below.

1.6 Information Used to Prepare this Assessment

1.6.1 Site Inspection

The author visited the site on 13th June 2024 to view the building and its fabric.

1.6.2 Documentation

Documentation used to prepare this Assessment is as follows:

- *Te Horo Hall, 56 School Road, Te Horo: Application for Resource Consent to Seismically Strengthen Te Horo Hall*, prepared by Te Horo Hall Society Incorporated, 2024.
- *Te Horo Hall, 56 School Road, Te Horo: Seismic Strengthening to 67% NBS*, drawing package prepared by Seajay Consulting Engineers, March 2024.
- *Structural Calculations for Seismic Strengthening, Te Horo Hall, 56 School Road, Te Horo*, prepared by Seajay Consulting Engineers, March 2024.
- *Fire Report for Seismic Strengthening, Te Horo Hall, 56 School Road, Te Horo*, prepared by Seajay Consulting Engineers, March 2024.
- *Accessibility Report for Seismic Strengthening, Te Horo Hall, 56 School Road, Te Horo,* prepared by Seajay Consulting Engineers, March 2024.
- *Heritage Assessment of Te Horo Hall*, prepared by Te Horo Hall Society Incorporated, 2024.

Property file information and information relating to Plan Change 32B of the Kāpiti Coast District Plan provided by the Society has also been reviewed.

1.7 Constraints and Limitations

The following constraints should be noted:

- This Heritage Effects Assessment does not comprise a fabric condition assessment. No invasive testing or analytical investigation has been carried out for the purpose of preparing this Assessment.
- This Heritage Effects Assessment does not comprise a structural or safety assessment, or contain any kind of engineering advice.
- No consultation with Kāpiti Coast District Council or Heritage New Zealand Pouhere Taonga has been carried out as part of preparing the Heritage Effects Assessment.
- This Heritage Effects Assessment does not present the views or history of tangata whenua regarding the cultural significance of the place. These are statements that only tangata whenua can make.
- This advice is only for the project description provided and does not account for any changes to project scope or design unless otherwise stated.

2 Historical and Physical Context

This section is based on a limited number of information sources and the site inspection undertaken by the author. It is not intended to provide an exhaustive account of the Hall's history and development over time; rather, it is intended to provide sufficient background to demonstrate the Hall's heritage values.

2.1 Historical Context

As with much of the settlement of Te Horo, the land on which the Hall is located was originally encompassed within Gear's Estate. James Earnest Gear had purchased 849 acres in 1908, and his subdivision of 1911 was heavily promoted, with sections going to auction in September of that year (Figure 2). The Certificate of Title indicates that many of the lots were not sold in 1911, including Lot 9, which would later become the site of the Hall.

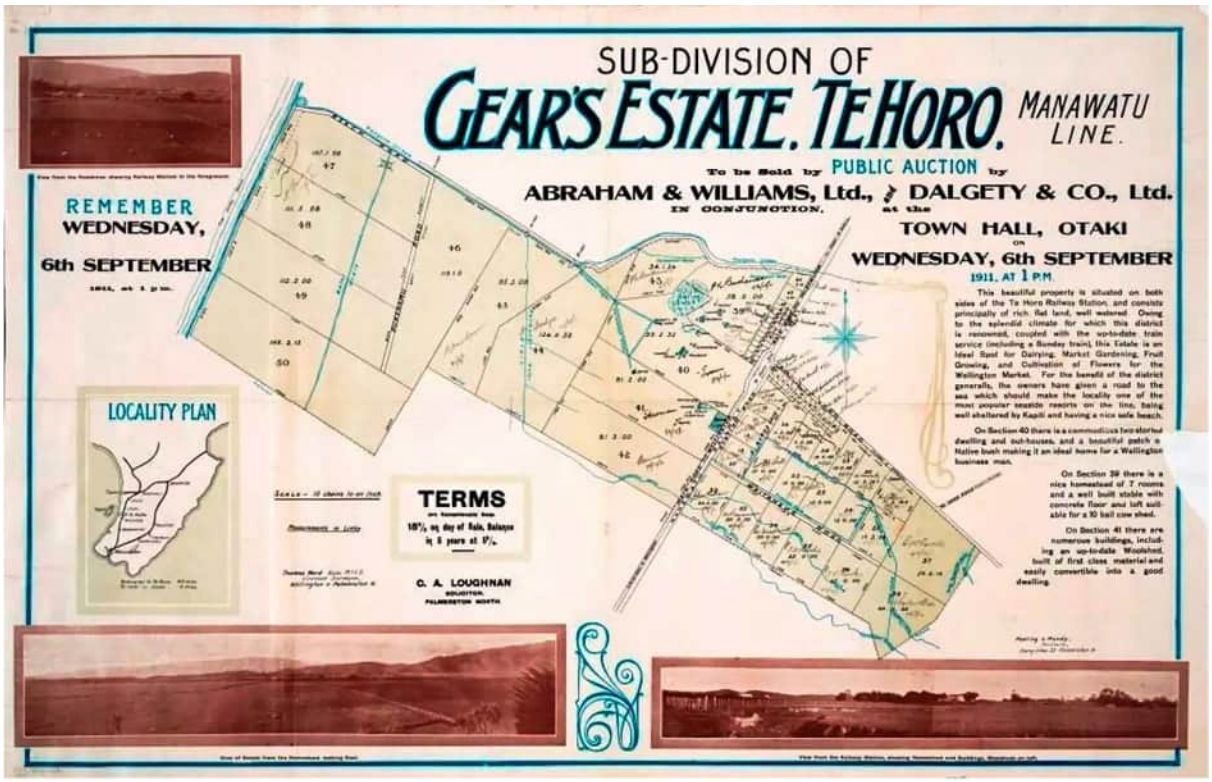


Figure 2: Subdivision advertisement for Gear's Estate, 1911. Source: Kāpiti Coast District Council.

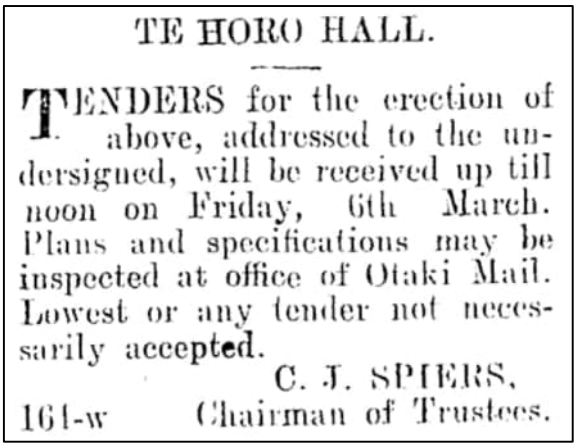
On 26th September 1913, the Dominion reported that:

> *Perhaps the liveliest meeting that has over eventuated at Te Horo took place on, Wednesday, when a, proposal to build a hall was under discussion. There were several heated passages, and in one or two instances harsh words were used. Eventually, it was decided that seven trustees be elected to secure necessary land, etc.*[1]

Lot 9 of Gear's Estate (Deposited Plan 2576) was purchased from Gear by a collective of local farmers who formed a committee of trustees: C. J. Spiers, D. Mitchell, E. Allen, T. H. Windley, G. P. Cately, J. Best and G. F. Glackin.[2] Funds for erecting the building were raised by public subscription.[3] Tenders for construction were called in February 1914, closing on 6th March (Figure 3). The building was opened in June with an evening concert and dance, and attendees included the local Member of

[1] *Dominion, 26 September 1913*
[2] *Certificates of Title WN179/233 and WN277/159*
[3] *Evening Post, 27 June 1914*

Parliament. The Evening Post reported that the Hall was fitted with a "fine stage" and lit with "Dreadnought gas" (Figure 5). The report also states that a house was to be built next to the Hall.



TE HORO HALL.

TENDERS for the erection of above, addressed to the undersigned, will be received up till noon on Friday, 6th March. Plans and specifications may be inspected at office of Otaki Mail. Lowest or any tender not necessarily accepted.

C. J. SPIERS,
Chairman of Trustees.

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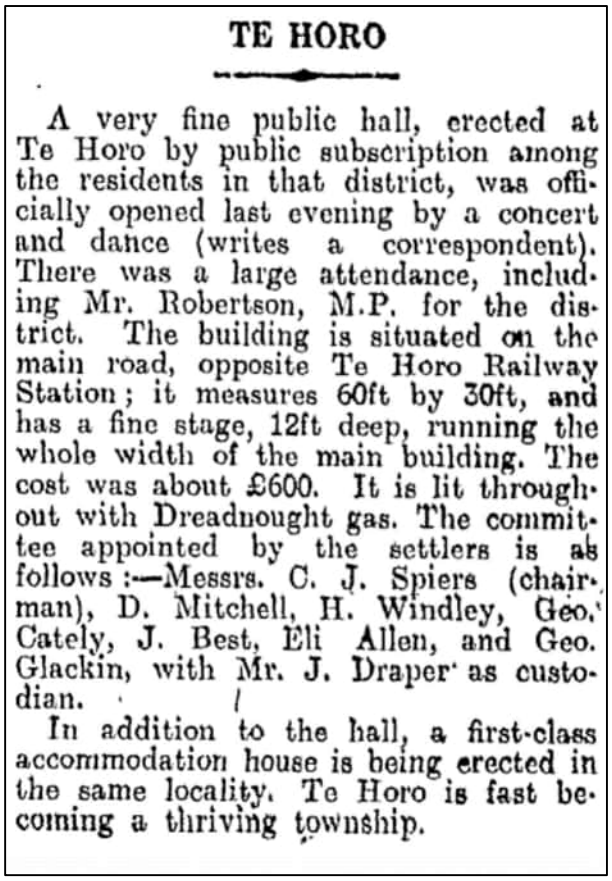
Figure 3: Call for tenders for construction of the Te Horo Hall. Source: Horowhenua Chronicle, 27 February 1914

Figure 4 (left): Te Horo Hall, date not specified. Source: Te Horo Hall Society Incorporated (via Otaki Museum).



TE HORO

A very fine public hall, erected at Te Horo by public subscription among the residents in that district, was officially opened last evening by a concert and dance (writes a correspondent). There was a large attendance, including Mr. Robertson, M.P. for the district. The building is situated on the main road, opposite Te Horo Railway Station; it measures 60ft by 30ft, and has a fine stage, 12ft deep, running the whole width of the main building. The cost was about £600. It is lit throughout with Dreadnought gas. The committee appointed by the settlers is as follows:—Messrs. C. J. Spiers (chairman), D. Mitchell, H. Windley, Geo. Cately, J. Best, Eli Allen, and Geo. Glackin, with Mr. J. Draper as custodian.

In addition to the hall, a first-class accommodation house is being erected in the same locality. Te Horo is fast becoming a thriving township.

Figure 5: Article recording opening of the Te Horo Hall. Source: Evening Post, 27 June 1914

Contemporary coverage of local events demonstrates that the Hall served multiple community uses, including social dances and balls, lectures and public talks, community group meetings, fundraising events for local clubs and organisations, church services, school classes, and wedding receptions, as well as farewell parades for soldiers departing to serve during the First and Second World Wars.

In 1933, the Te Horo Hall Society Incorporated was formed; and, in 1934, the property was transferred into their ownership.[4]

According to the Society, the Hall was extended twice in the 1970s: a lean-to to the side was added to enlarge the main hall space in 1975; and a lean-to to the rear was added in 1976 to provide the current kitchen/supper room and toilet area, and this is evidenced by an aerial photograph dating to 1976 (Figure 9). The Hall was re-roofed in 1978. In 1984, a small area of the adjacent section was subdivided off and incorporated into the site, allowing for the tennis courts to be extended (refer Figure 10).[5]

[4] *Certificate of Title WN227/159*
[5] *Deposited Plan 56160, 1984*

Figure 6: Aerial photo showing the Te Horo Hall, 1948. The photo shows the Hall as originally built, including a small lean-to at the rear. Source: Retrolens

Figure 7: Aerial photo showing the Te Horo Hall, 1966. No discernible changes to the building are evident when comparing with the photo of 1948. The two roof ventilators seen in Figure 4 can be made out more clearly. The courts have been surfaced. Source: Retrolens

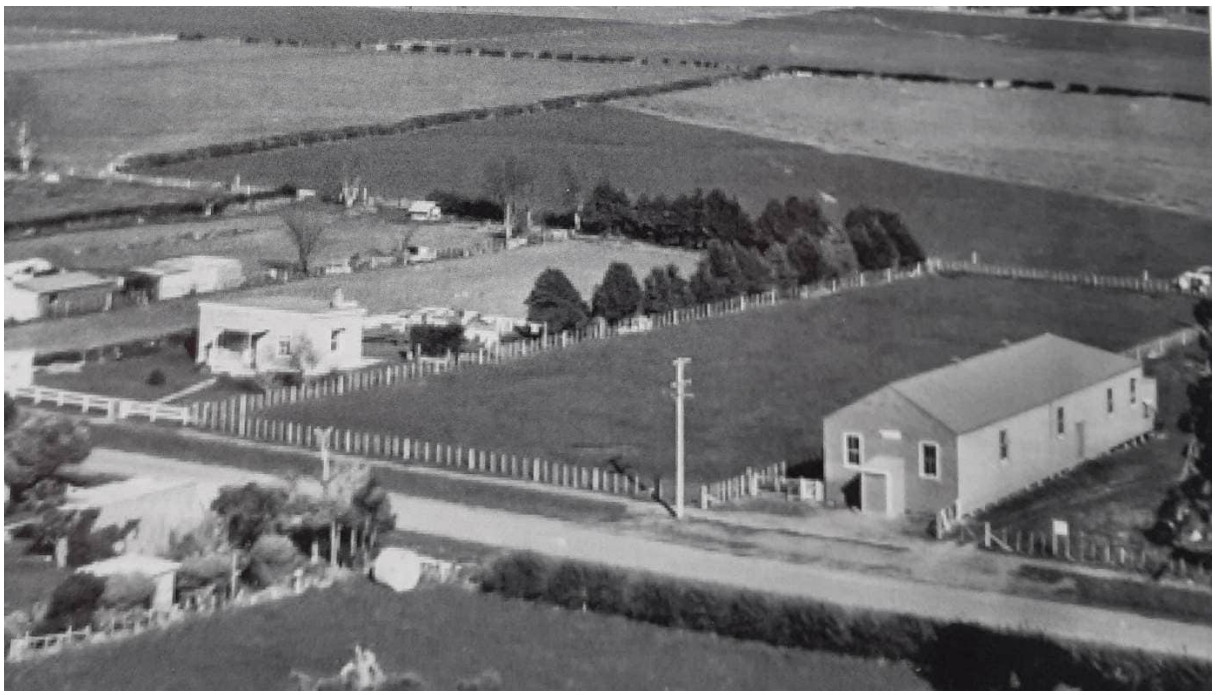


Figure 8: Aerial photo showing Te Horo Hall, 1968. Source: Te Horo Hall Society Incorporated (originally referenced as part of the Anna Sweetman collection).

Figure 9: Aerial photo showing the Te Horo Hall, 1976. The addition to the northwest side of the building is evident, but the addition to the southwest (rear) has not yet been built. The adjacent building has also been built by this time. Source: Retrolens

Figure 10: Aerial photo showing the Te Horo Hall, 1986. Both 1970s additions can be seen, along with the expanded courts which were enabled by a small subdivision of land off the adjacent section in 1984 (C/T WN 23D/624). Source: Retrolens

Figure 11: Te Horo Hall, c.1980s. Source: Te Horo Hall Society Incorporated.

In 2007, repiling, plumbing and electrical work was undertaken, as well as remediation and repainting of both the interior and exterior; and, in 2011, an accessibility upgrade was carried out including addition of a ramp at the front entrance and modernisation of toilets at the rear.

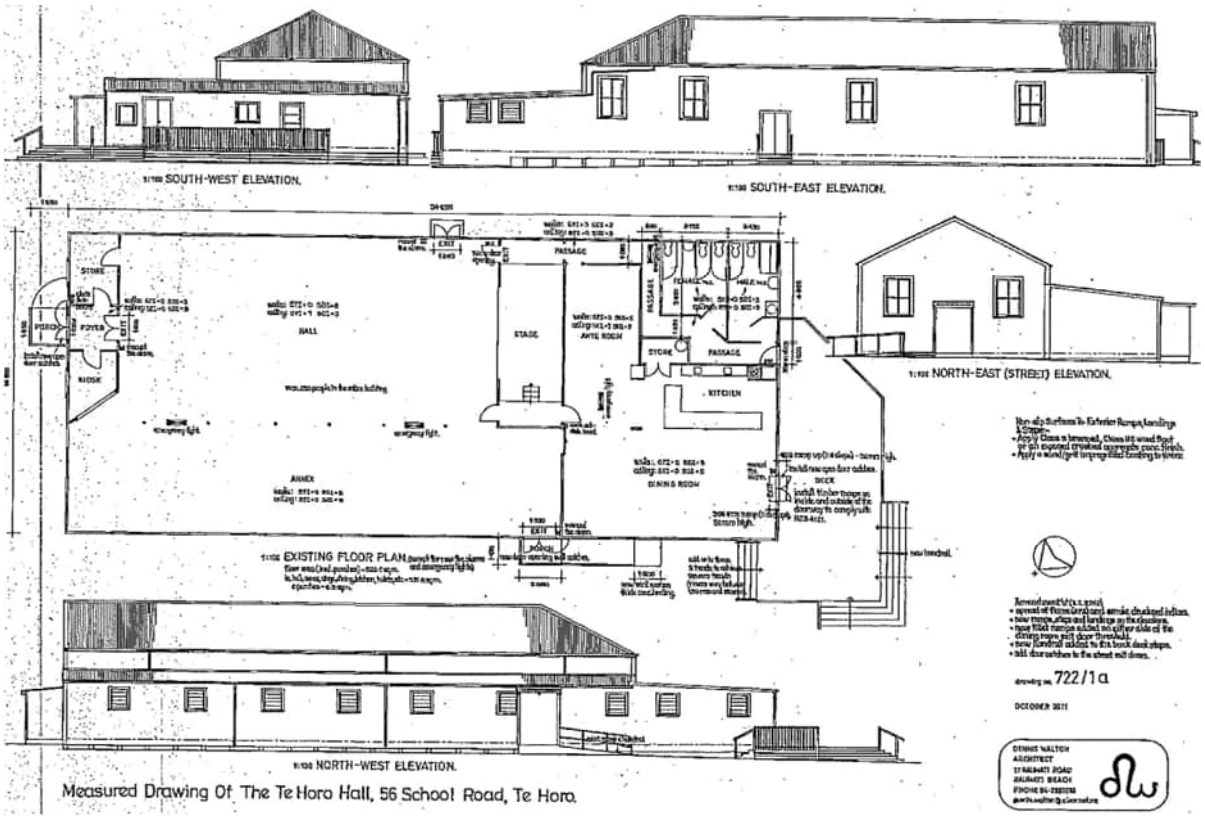


Figure 12: Floor plan and elevations of Te Horo Hall, prepared by Dennis Walton Architect, 2011. Source: KCDC Property File ref. RM12002.

Following an Initial Evaluation Procedure (IEP) in May 2016, Kāpiti Coast District Council (KCDC) deemed the Hall to be earthquake-prone in December 2017; and served notice on the Society in October 2019 that the building must be strengthened to a minimum of 34% of the new building standard (NBS) or closed by 2034.

Notwithstanding its earthquake-prone status, the Hall continues to be used for activities including community classes and lessons, celebrations including weddings and funerals, community events, training courses and meetings. In addition, it is a designated Community Emergency Hub for civil defence purposes, within the ambit of the Wellington Regional Emergency Management Office (WREMO) providing a place for residents of Te Horo, including Te Horo Beach to assemble and receive/provide support during an emergency.

The Hall is the only community facility in this rural area and is considered by many to be the heart of the Te Horo community.

2.2 Physical Description

The Te Horo Hall was essentially constructed in two major phases identified in Figure 13: the first in 1914, and the second in the 1970s. Other alterations have been made over the course of the building's 110 years, including those made in 2011.

There are no original drawings or specifications for the Hall and, other than aerial photographs, only one image of the building captured prior to the 1970s additions has been found. The following description is founded on the scant historical information available, combined with the site inspection.

When constructed in 1914, the building was a simple, long rectangular structure, with a gabled frontage and hipped roof at the rear. Aerial photographs (Figure 6 and Figure 7) indicate that there was a small lean-to at the back which may have provided some services such as toilets (as no outbuildings are visible) and/or a back entrance for those using the stage. It was built in timber, with corrugated metal cladding to the side walls, rear wall and roof, metal flashings to the roof and building corners, and two rooftop ventilators. It is not possible to tell from historic information whether the metal cladding to the front of the building is original, but the weatherboard-style profile indicates that it is likely this cladding was changed at some point in the building's history, presumably to give the front a more formal appearance. The entrance was through double doors centrally positioned in the front elevation, with double-hung timber-frame sash windows either side, and Figure 4 indicates that there was no cover or shelter. Figure 4 also indicates that there was no side entry to the southeast, but shows four double-hung timber-frame sash windows that align with the extant windows on this side. Figure 8 shows that the configuration of windows and doors on the northwest side was symmetrical with the southeast side.

On the interior, the entry doors gave access to a foyer which, in turn, gave access to the hall straight ahead, through double doors set into a full-height wall; and to the ticket office on one side, and a cloakroom (indicated by the presence of coat hooks) on the other side (identified in Figure 13 as "cupboard") which were separated by partial-height walls. The main hall space was long and slender, with a vaulted ceiling, separate door to the cloakroom, and a door either side of the stage, positioned centrally at the southwest end. The raised stage was framed with a proscenium arch and featured folding wings at either end that, when stowed, allowed access to the anteroom beyond and simultaneously blocked out the light from windows either side; but, when lowered, made the stage substantially larger. The anteroom beyond provided access to the partial-height area below the stage. The vaulted ceilings, lowered ceilings above the stage and anteroom, and interior walls throughout were lined with timber TG&V (tongue and groove with "V" joints). Doors were framed and ledged timber with TG&V panelling; and floors throughout the building were timber T&G. Anecdotal evidence provided indicates that the three steel tie rods in the main hall are original.

The first major addition to the building, made in 1975, created an annex to the main hall space by removing the exterior wall, installing new columns and beams along the wall-line, and constructing a lean-to on the northwest side. It appears that cladding removed from the original wall was reused to clad the exterior walls of the lean-to, which would have been useful method of reducing the cost. New square timber-frame windows were installed along the wall, and these are now glazed with louvres. On the interior, the ceiling and walls were lined with softboard, and the floor with chipboard. The ticket office was altered with the introduction of a diagonal wall and servery, and a false ceiling installed that cut across the window. It is assumed that the softboard linings in the main hall and stage area were installed over the TG&V at this time, for aesthetic and/or acoustic reasons.

The second major addition to the building, made in 1976, created a dining room, kitchen, and toilets by adding another lean-to to the southwest (rear) side of the building. The rear wall of the anteroom was partially removed, and cladding reused in the same manner as the northwest wall. New exterior doors were timber frame, as were the windows, being a similar size to the 1975 extension. On the inside, the kitchen and dining room were opened up to the former anteroom, and a new wall creating a corridor on the southeast side was added for access to the toilets. TG&V on original walls were over-lined to approximately 2/3 of their height to match the lining of new walls, and floors were chipboard.

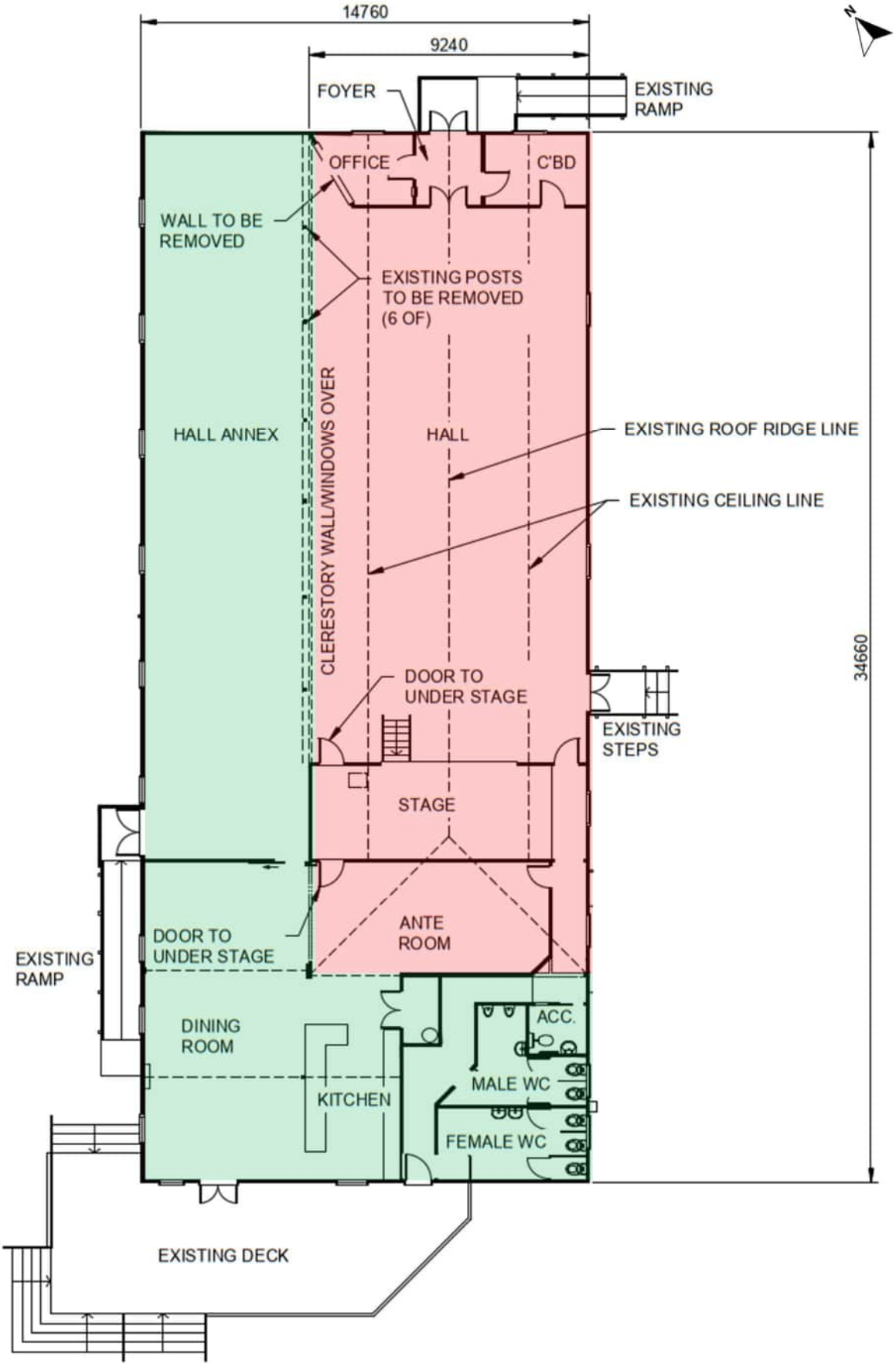


Figure 13: Floor plan of the Te Horo Hall as existing (NTS). The extent of the original building is identified in red, and the extent of 1970s additions is identified in green. The toilets were modified, and ramps added in 2011. Source: Seajay Consultants.

It was observed onsite that timber floorboards in the 1914 building are of two different sizes and timbers, with a narrow board in the main hall, foyer, ticket office and cloakroom, and a wider board in the stage area and anteroom. It is not immediately obvious why this is the case. Generally, wider floorboards are older fabric, as the size of floorboards was slowly reduced as larger native trees became more and more scarce. It seems unlikely that the entire floor of the building was originally laid in the wider boards, and the narrower boards were installed later as a replacement, due to the extent of the narrow boards. Rather, it may be that the older boards were salvaged from another source, and used in areas not accessible to the public, while new narrow boards were used for the body of the building.

Typically, the folding wing at the southeast end of the stage is stowed upright, and a false ceiling has been added along this side of the stage to give the impression of a corridor. This ceiling cuts across the double-hung sash window in the exterior wall, and creates a ledge on the southeast side of the stage.

Figure 14 to Figure 21 show the exterior of the extant building. Images of the interior are provided in *Table 1* below.

Figure 14: Northeast (front) elevation.

Figure 15: Northeast (front) elevation.

Figure 16: Southeast elevation.

Figure 17: Southeast elevation.

Figure 18: Southwest (rear) elevation.

Figure 19: Southwest (rear) elevation.

Figure 20: Northwest elevation.

Figure 21: Northwest elevation.

3 Proposed Works

The Te Horo Hall was deemed potentially earthquake-prone by Kāpiti Coast District Council in December 2017. Council then issued a Building Act Notice in October 2019 informing the Society that they had 15 years to carry out remedial work to bring it up to 34% NBS or close the building.

The Te Horo Hall Committee commissioned Seajay Consulting Engineers to complete a Detailed Seismic Assessment including recommendations for increasing the strength of the building to a minimum of 67% NBS. Following a period of community consultation, the Committee then commissioned Seajay Consulting Engineers to prepare detailed design documentation for their recommended strengthening works.

With reference to the floor plan in Figure 22, the scope of proposed strengthening works is as follows:

- Two transverse steel portal frames that follow the line of the vaulted ceiling are to be added within the main hall. The steel is to be painted, but is not to be boxed-in.
- The existing timber TG&V vaulted ceiling is to be re-screwed.
- Bracing elements, in the form of GIB board or plywood, are to be added to walls in both directions. In some cases, this will include introducing new elements into the wall frame to support the linings.
- New pads, anchor piles and braced piles are to be installed. This will require access from above through the floor as there is not sufficient room in the subfloor for the excavation and construction works to be undertaken.
- A new beam is to be installed at the junction between the main hall and the annex.
- New bracing walls are to be added to the main hall and either side of the stage.

Provisions in the Building Act require that fire services and accessibility features of existing buildings are brought up to current standards 'as nearly as reasonably practicable' when a Building Consent is applied for. On this basis, fire safety and accessibility features of the building are also proposed to be upgraded in accordance with advice received from Seajay Consultants.

The scope of accessibility upgrade works is as follows:

- Replace the ramp handrail at the front entrance.
- Replace handles on accessible doors with lever type handles.
- Install an 'accessible entrance' sign to the front entrance and accessible directional signage in the Hall to toilet facilities.
- Install a grabrail, accessible lever type handles and kick plates on the existing accessible toilet door.
- Install a new set of accessible stairs to the stage.
- Display an Evacuation Procedure.

The scope of fire service upgrade works is as follows:

- Update existing fire exit signage including illuminated signage.
- Update existing exterior lighting to include new emergency lights over all external steps, ramps and decks that form part of an external escape path.
- Replace the existing sliding door between the dining room and the annex with a hinged door opening into the annex that has at least one leaf of 760mm in width.
- Install fire rated linings to the area below the stage, including walls supporting the stage floor, to achieve FRR 60/60/60.

- Install emergency signage and lighting over the new accessible stairs to the stage.
- Install a new set of exterior stairs to the northwest exit in case of fire.

For convenience, a small scope of other work is proposed to be carried out at the same time, as follows:

- Create a new servery to the ticket office/bar into the main hall.
- Create a new storage area at the north end of the annex by installing a sliding door.
- Replace the existing louvre windows on the western wall of the annex with opening solid glass windows, within the same window frame (subject to funding).

The works are shown in Figure 22 and Figure 23.

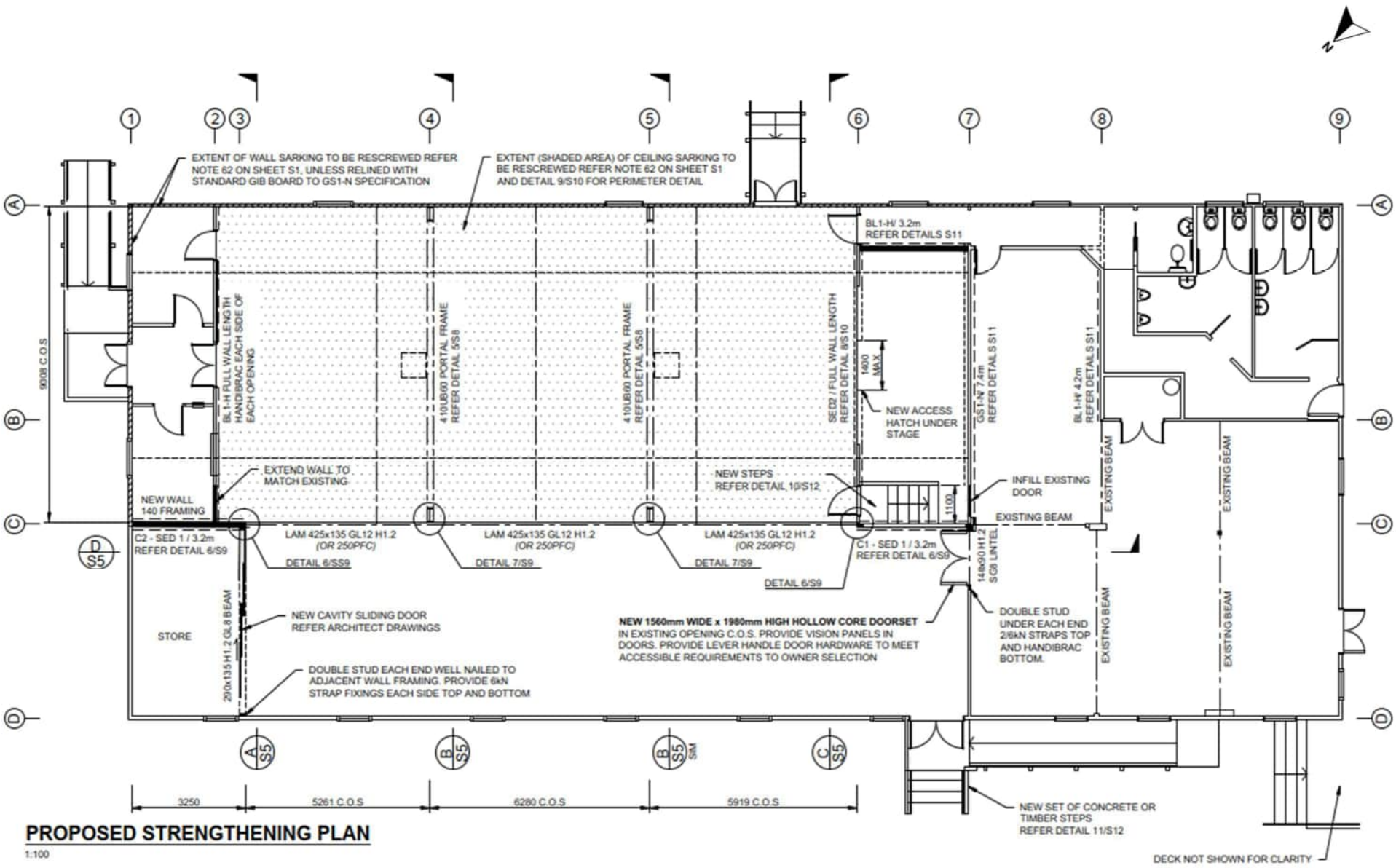


Figure 22: Proposed floor plan of the Te Horo Hall (NTS). Source: Seajay Consultants.

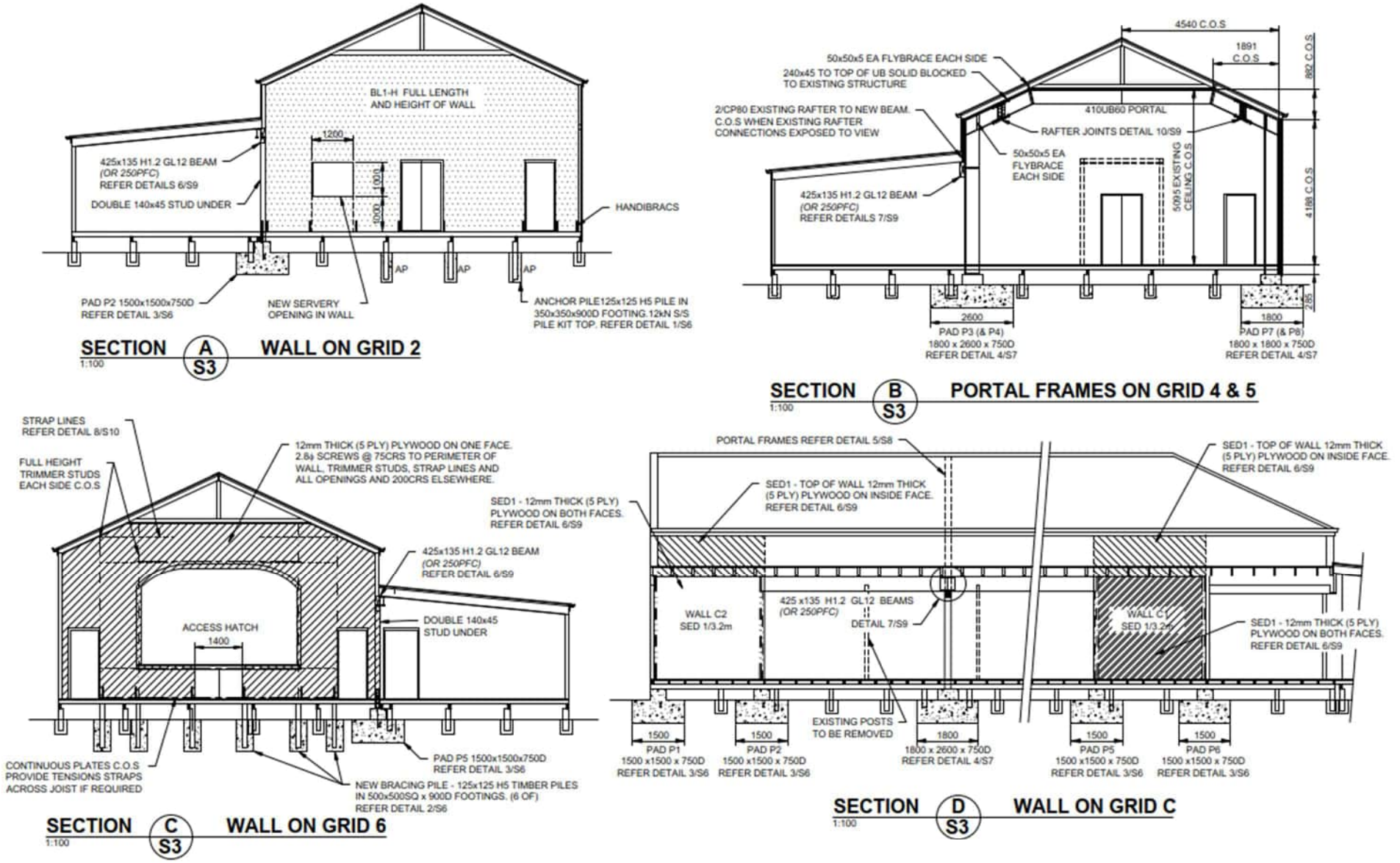


Figure 23: Proposed sections of the Te Horo Hall (NTS). Source: Seajay Consultants.

4 Assessment of Fabric Significance and Effects

4.1 Fabric Significance Assessment Ratings

To understand the extent of effects that the proposed works will have on the fabric of the building it is first necessary to establish the heritage significance of the fabric.

Based on the physical investigation and documentary research outlined in Section 2 above, the fabric of the Te Horo Hall has been rated in *Table 1* in accordance with the following scale:

Exceptional Significance
The element is known to be original and/or provides exceptionally credible or truthful evidence of cultural heritage values through form, material, or use.

The element has a primary role in understanding the heritage significance of the place.

High Significance
The element is known to be historic and/or contributes to credible or truthful evidence of cultural heritage values through form, material or use.

The element has a secondary role in understanding the heritage significance of the place.

Moderate Significance
The element is recent fabric and/or makes some contribution evidence of cultural heritage values of the structure in its form, material or use.

The element plays a minor role in understanding the heritage significance of the place.

Little or No Significance
The element is recent fabric and/or makes no contribution to evidence of cultural heritage values of the structure in its form, material or use.

The element makes little or no contribution in understanding the significance of the place, but is not intrusive or negative.

Intrusive
The element is unsympathetic to, and has an adverse effect on, the heritage significance of the place.

4.2 Basis for Assessing Effects

The documents identified in this section form the baseline from which effects of the proposed works on the fabric of the Te Horo Hall are assessed in *Table 1*.

4.2.1 ICOMOS New Zealand Charter for the Conservation of Places of Cultural Heritage Value (Revised 2010)

The ICOMOS New Zealand Charter for the Conservation of Places of Cultural Heritage Value, Revised 2010 (ICOMOS NZ Charter) sets out principles to guide the conservation of places of cultural heritage value in New Zealand.

The following articles of the Charter are of particular relevance to this Assessment:

5. Respect for surviving evidence and knowledge
Conservation maintains and reveals the authenticity and integrity of a place, and involves the least possible loss of fabric or evidence of cultural heritage value. Respect for all forms of knowledge and existing evidence, of both tangible and intangible values, is essential to the authenticity and integrity of the place.

6. Minimum intervention
*Work undertaken at a place of cultural heritage value should involve the least degree of intervention consistent with conservation and the principles of this charter [where "i*ntervention" means any activity that causes disturbance of or alteration to a place or its fabric].

Intervention should be the minimum necessary to ensure the retention of tangible and intangible values and the continuation of uses integral to those values. The removal of fabric or the alteration of features and spaces that have cultural heritage value should be avoided.

8. Use
The conservation of a place of cultural heritage value is usually facilitated by the place serving a useful purpose. Where the use of a place is integral to its cultural heritage value, that use should be retained.

12. Recording
Evidence provided by the fabric of a place should be identified and understood through systematic research, recording, and analysis.

Recording is an essential part of the physical investigation of a place. It informs and guides the conservation process and its planning. Systematic recording should occur prior to, during, and following any intervention. It should include the recording of new evidence revealed, and any fabric obscured or removed.

Recording of the changes to a place should continue throughout its life.

17. Degrees of intervention for conservation purposes
Following research, recording, assessment, and planning, intervention for conservation purposes may include, in increasing degrees of intervention:

(i) preservation, through stabilisation, maintenance, or repair;
(ii) restoration, through reassembly, reinstatement, or removal;
(iii) reconstruction; and
(iv) adaptation.

In many conservation projects a range of processes may be utilised. Where appropriate, conservation processes may be applied to individual parts or components of a place of cultural heritage value… Preference should be given to the least degree of intervention, consistent with this charter.

21. Adaptation
The conservation of a place of cultural heritage value is usually facilitated by the place serving a useful purpose. Proposals for adaptation of a place may arise from maintaining its continuing use, or from a proposed change of use.

Alterations and additions may be acceptable where they are necessary for a compatible use of the place. Any change should be the minimum necessary, should be substantially reversible, and should have little or no adverse effect on the cultural heritage value of the place.

4.2.2 Heritage New Zealand Pouhere Taonga (HNZPT)

To assist the owners and stakeholders of heritage places the HNZPT has produced the Sustainable Management of Historic Heritage Guidance Series of information sheets. *Information Sheet 12: Alterations and Additions to Historic Buildings* is particularly relevant in this case. It recommends that alterations or additions to historic buildings:

- *Retain surviving heritage fabric as far as possible and disturb, distort or obscure it as little as possible.*
- *Respect the design, form, scale, materials, workmanship, patina of age, colours, contents, location, curtilage and setting, including alterations that have heritage value.*
- *Avoid work that will compromise or obscure fabric of heritage value.*
- *Ensure any new work is of a scale and location that it does not dominate the heritage place and respects its setting.*
- *Appropriately record new work.*

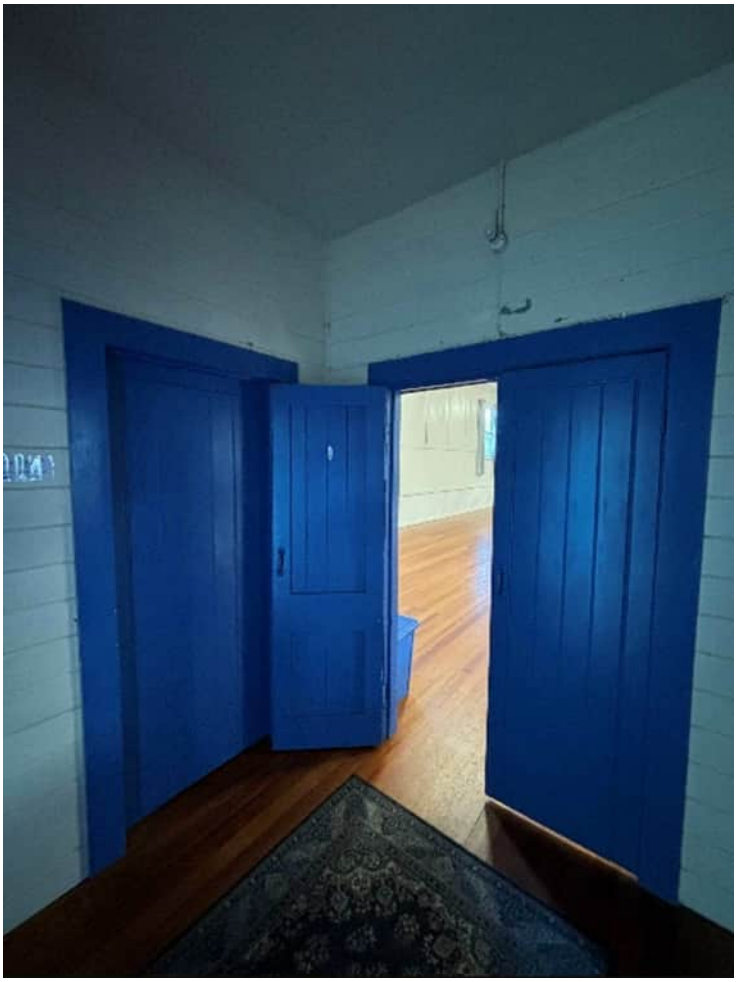
4.3 Effects Assessment Ratings

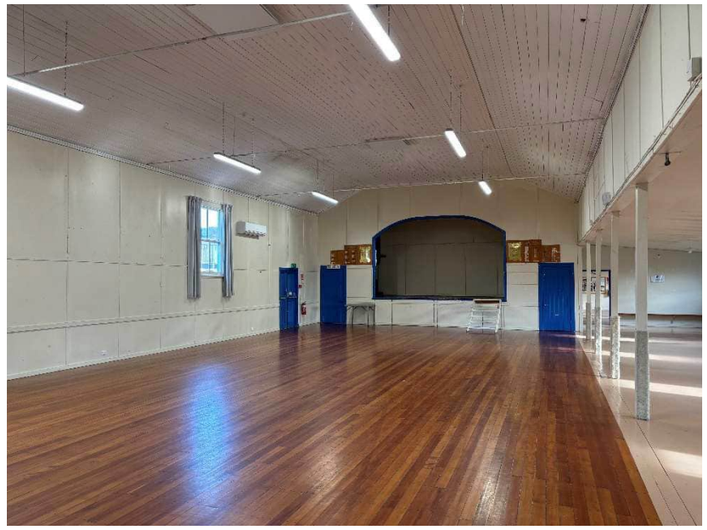
The effect of the proposed works outlined in Section 0 above on the fabric of the Te Horo Hall is rated in *Table 1* using the following graduated scale:[6]

- Major Beneficial
- Moderate Beneficial
- Minor Beneficial
- Negligible Beneficial
- Neutral
- Negligible Adverse
- Minor Adverse
- Moderate Adverse
- Major Adverse

[6] *Ratings are based international guidelines including Guidance on Heritage Impact Assessments prepared by ICOMOS in 2011.*

Table 1: Effects of Proposed Works on Heritage Fabric

Room	Fabric Item	Significance	Explanation
Foyer The foyer is largely unaltered from the original building provides exceptionally credible evidence of the building's cultural heritage valu cosmetically) and authentic.			
  	Ceiling linings (softboard or similar)	None	It is assumed were made i is possible th existing linin ceiling from foyer from th work is prop
	Timber TG&V wall linings	Exceptional	The TG&V wa wall linings o Screwing the of associated pre-bored to holes. Holes complete the minimal. Th
	Ticket office hatch	Exceptional	The hatch is by the propo
	Timber frame & ledger double entry doors, double doors to hall, door to cloakroom and door to ticket office, including all frames and architraves	Exceptional	All doors (inc It is propose purposes. Th handles". According to however, it i route. No other wo
	Timber T&G floorboards	Exceptional	The floorboa condition. Th into the mai along gridlin likely need to to, or loss of

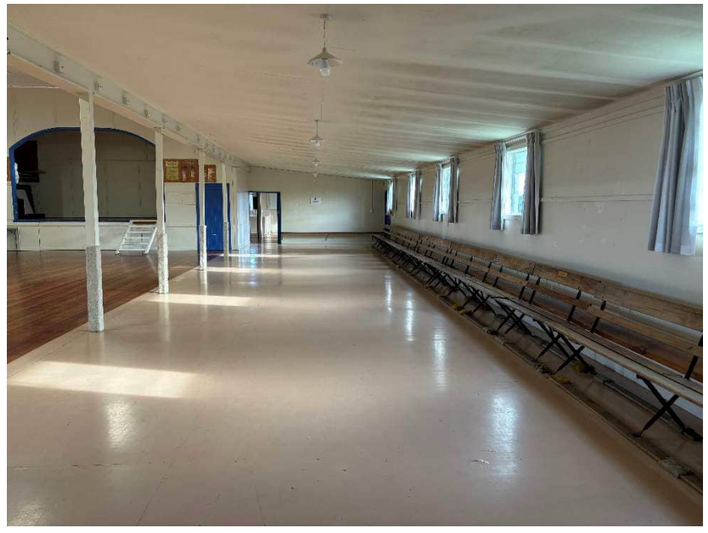
Room	Fabric Item	Significance	Explanation	Effect	Recommendations
Main Hall Although the main hall was modified in the 1970s, it retains much of its original fabric (some of which is assumed to have been concealed) and provides exceptionally credible evidence of the building's cultural heritage values through its form, materials and use.					
 	Timber TG&V vaulted ceiling	Exceptional	The timber TG&V ceiling linings are original historic fabric that remain largely unaltered since the building's construction. The drawings indicate that the wall linings on gridline A are to be screwed to each framing member. Screwing the TG&V will create multiple holes in the fabric and there is a risk of associated damage if the boards are highly brittle. Screw holes are to be pre-bored to prevent splitting, and screws installed to allow flush finishing of holes. Holes are to be filled and sanded, and the wall repainted. Once complete the work should not be visible, and the overall fabric loss is small. Therefore, the adverse effect of the screwing is negligible.	Negligible Adverse	The condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works.
			To secure the perimeter of the wall to the ceiling, it is proposed to install new light gauge steel angle braces. The drawings indicate that these are to be fixed through the TG&V, and are to be hidden by a new scotia. Provided that they are properly concealed, the adverse effect of the angle braces should be negligible.	Negligible Adverse	The existing scotia mouldings should be carefully removed and reinstated over the brackets, rather than being replaced with new. An additional piece may need to be added if the scotia is not large enough to conceal the brackets entirely.
			The two new steel portal frames will be exposed and visible below the ceiling. They will be painted. This is considered to align with the simple and functional aesthetic of the building, and is an honest expression of the structural intervention being undertaken. Therefore, this approach is acceptable. The drawings also indicate that penetrations through the TG&V ceiling linings will be required at the haunch junctions of the portal frames for fly braces that are to be fixed to the roof framing. Cutting back the ceilings to allow for installation of these braces could cause undue damage and result in an unsightly finish if not undertaken carefully. There is nothing in the drawings that addresses this issue, which would have a moderate adverse impact.	Moderate Adverse	If it is possible to change the design of the portal frames to remove the fly braces, then this should be done. If the fly braces are removed entirely the impact of the portal frames on the ceiling would be reduced to negligible adverse. If it is not possible to change the design to remove these fly braces, then the works should be carried out following a methodology that has been approved by a heritage specialist. If this recommendation is followed the adverse effect will be reduced to minor.
	Steel tie rods	High	The tie rods are assumed to be an historic feature of the building. They are to remain insitu.	Neutral	
	Softboard ("Beautyboard") wall linings, timber dado rails and timber skirting boards to wall on gridline A	Intrusive	It is assumed that these linings were applied over the original timber TG&V linings in the 1970s, either for aesthetic or acoustic reasons. They are to be removed and disposed of.	Moderate Beneficial	

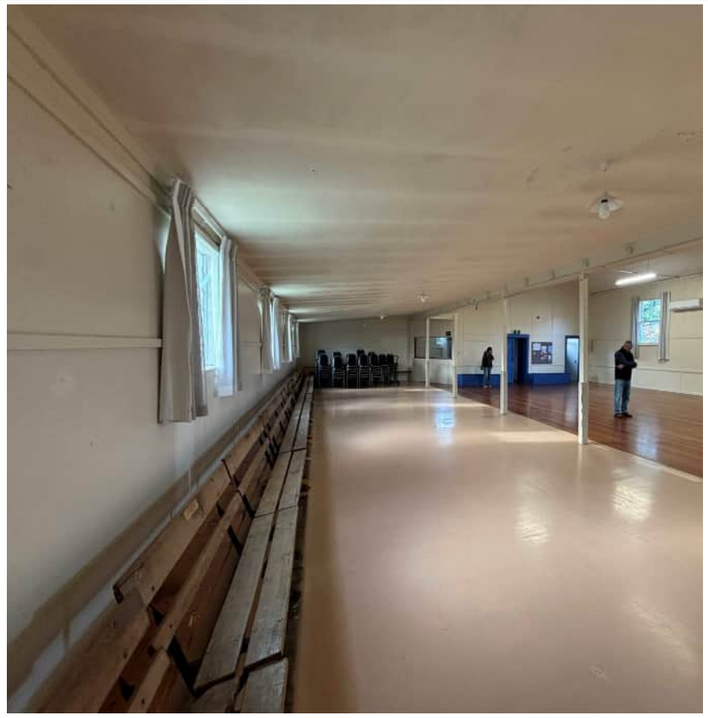
Room	Fabric Item	Significance	Explanation	Effect	Recommendations
 	Timber TG&V wall linings to wall on gridline A (assumed below softboard)	Exceptional	Based on the extant wall linings in other areas of the building, it is assumed that this wall was originally lined in horizontal TG&V boards; and that the current softboard wall linings have been applied over this TG&V. The proposed strengthening scheme also assumes the existence of these original linings below the softboard (referring to them as sarking). The drawings indicate that the TG&V is to be screwed to each framing member for bracing purposes. This will create multiple holes in the fabric and there is a risk of associated damage if the boards are highly brittle. It is assumed that note 55 on drawing S1 applies to the wall on gridline A, and that it is proposed that they be over-lined with 10mm standard GIB board. This is confirmed in the Society's Heritage Assessment at page 2. Drawing S1 also states (at note 57) that a 12mm thick plywood dado is to be applied to the walls abutting the GIB board. Re-overlining does not appear to be necessary for strengthening purposes, and will cause additional and unnecessary damage to the TG&V. The two new steel portal frames will be exposed and visible in front of these walls. They will be painted. This is considered to align with the simple and functional aesthetic of the building, and is an honest expression of the structural intervention being undertaken. Therefore, this approach is acceptable.	Moderate Adverse	The condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. Provided that the TG&V still exists below the softboard, and is in reasonable condition, it should be left exposed, avoiding unnecessary additional damage and revealing original building fabric to be appreciated. The TG&V will provide the necessary resilience that a plywood dado would do. As for TG&V linings in the foyer, screw holes should be pre-bored to prevent splitting, and screws installed to allow flush finishing of holes. Any nails left embedded in the TG&V from the softboard linings should be removed. All holes should be filled and sanded, and the wall repainted. Once complete the work should not be visible, and the overall fabric loss is small. If this recommendation is followed, the adverse effect would be reduced to negligible.
	Timber frame & ledger double doors to exterior, including frame and architraves	Little	These doors are not evident in the earliest exterior photograph of the building. It is assumed that they were added in the 1970s when the annex was added to the hall, although they are consistent with architraves around original doors. The architraves will need to be removed for works to the wall linings. Note 56 on drawing S1 states that new architraves are to be installed. The loss of this original fabric will have a minor adverse impact.	Neutral	The condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. New architraves should be made to match the existing architraves around original doors and windows. They should be date stamped. Note that some packing may be required to take up differential wall and door frame thicknesses due to changes in the linings.
 	2 no. timber frame double hung sash windows including frames and architraves	Exceptional	These windows are an original feature of the building. It is not clear from initial inspection whether the extant architraves were removed and reinstated for previous changes to the wall linings, but the style of the architraves is consistent with those around other double-hung sash windows in the building where original linings have not been altered. Architraves around these windows will need to be removed for works to the wall linings. The sill mouldings may also need to be removed. Note 56 on drawing S1 states that new architraves are to be installed. The loss of this original fabric will have a minor adverse impact.	Minor Adverse	The condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. It is recommended that the existing architraves are carefully removed, retained, and reinstated at completion of works to the wall. This would reduce the adverse effects to negligible. Note that some packing may be required to take up differential wall and door frame thicknesses due to changes in the linings. This should be carried out in timber, and a 2mm (approx.) quirk incorporated between the packing and the frame or between the packing and architraves. If new materials are to be used, they should be date stamped.

Room	Fabric Item	Significance	Explanation	Effect	Recommendations
	Softboard ("Beautyboard") wall linings, timber dado rails and timber skirting boards to wall on gridline 2	Intrusive	It is assumed that these linings were applied over the original timber TG&V linings in the 1970s, either for aesthetic or acoustic reasons. They are to be removed and disposed of.	Moderate Beneficial	<u>Seajay Consulting should confirm whether it is possible to achieve the required bracing using the same TG&V screw-fixing methodology as the wall on gridline A, noting that both sides of the wall are lined with TG&V that could be screw fixed.</u> If this is possible, and the TG&V is in reasonable condition, it should be left exposed. As for TG&V linings in the foyer, screw holes should be pre-bored to prevent splitting, and screws installed to allow flush finishing of holes. Any nails left embedded in the TG&V from the softboard linings should be removed. All holes should be filled and sanded, and the wall repainted. Once complete the work should not be visible, and the overall fabric loss is small. If this recommendation is followed, the adverse effect would be reduced to negligible. Regardless of the outcome of the above, the condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. New materials should be date stamped.
	Timber TG&V wall linings to wall on gridline 2 (assumed below softboard)	Exceptional	Based on the extant wall linings in other areas of the building, it is assumed that the walls of the hall were originally lined in horizontal TG&V boards; and that the current softboard wall linings have been applied over this TG&V. The proposed strengthening scheme requires this wall to be over-lined in GIB Braceline. Drawing S1 also states (at note 57) that a 12mm thick plywood dado is to be applied to the walls abutting the GIB board. This will cause additional and unnecessary damage to the TG&V and continue the concealment of original fabric, which together have a minor adverse impact. There is no mention of a scotia or equivalent moulding to conceal the wall-to-ceiling junction.	Minor Adverse	
	Built-in storage units	High	It is not known whether the storage units fixed to the walls either side of the foyer doors are original fabric, or a later addition. However, they appear to have been part of the building for a long period of time. Works to the wall linings will require these units to be removed. The documents do not confirm whether they will be reinstated; however, the proposed position of the new servery would conflict with one of the two units.	Minor Adverse	It is recommended that these storage units remain in place if it is not completely necessary to remove them for works to the wall linings. If it is necessary to remove them, they should be reinstated at completion of works to the linings, with the location of the servery adjusted accordingly. If this recommendation is followed, the adverse impact would be reduced to negligible. Regardless of the outcome of the above, the condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works.
	New servery on gridline 2	N/A	It is proposed to create a servery to the ticket office in this wall. This will require removal of fabric from the original wall, which is an adverse effect. The drawings do not include any detail about the servery in terms of its frame, architraves, or sill.	Minor Adverse	It would be preferable to position the servery in the section of new wall to be constructed, that way any loss of existing fabric would be avoided, and the adverse impact would be reduced to negligible. The servery opening should be framed in timber, have architraves that match those of the adjacent doors on both sides, and be painted out to match other timberwork.
	New wall on gridline 2	N/A	A small length of wall on gridline 2 is to be installed to restore the ticket office to its original rectangular shape. The drawings state that this is "to match existing". Reinstatement of the wall is a beneficial effect as it restores the original wall line; however, there are no details of the wall linings or finishes.	Unknown	Assuming that the recommendation above to restore the TG&V linings on this wall is followed, the new area of wall should be lined with TG&V salvaged from other parts of the building (for example, the wall on gridline 6) where TG&V has to be removed.

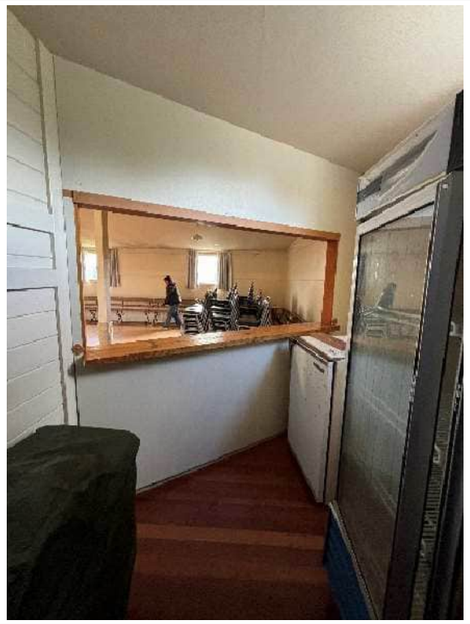
Room	Fabric Item	Significance	Explanation	Effect	Recommendations
	Timber frame & ledger doors to cloakroom and to foyer, including frames and architraves	Exceptional	These doors, including frames and architraves) are original fabric. Architraves around these doors will need to be removed for works to the wall linings. Note 56 on drawing S1 states that new architraves are to be installed. Refer above for comment regarding handles to the double doors to the foyer.	Minor Adverse	It is recommended that the existing architraves are carefully removed, retained, and reinstated at completion of works to the wall. This would reduce the adverse effects to negligible. Note that some packing may be required to take up differential wall and door frame thicknesses due to changes in the linings. This should be carried out in timber, and a 2mm (approx.) quirk incorporated between the packing and the frame and between the packing and architraves. Regardless of the outcome of the above, the condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. New materials should be date stamped.
	Softboard ("Beautyboard") wall linings, timber dado rails and timber skirting boards to wall on gridline 6	Intrusive	It is assumed that these linings were applied over the original timber TG&V linings in the 1970s, either for aesthetic or acoustic reasons. They are to be removed and disposed of.	Moderate Beneficial	<u>Seajay Consulting should confirm whether it is possible to achieve the required bracing using the same TG&V screw-fixing methodology as the wall on gridline A, noting that both sides of the wall are lined with TG&V that could be screw fixed.</u> If this is not possible, then <u>Seajay Consulting should confirm whether the required bracing can be achieved if the plywood is installed on the stage-side of the wall rather than the hall-side,</u> noting that the ceiling of the stage is lower than the ceiling of the hall and, ideally, this should not be disturbed. If either of these are possible, and the TG&V lining on the hall-side of the wall is in reasonable condition, it should be left exposed. As for TG&V linings in the foyer, screw holes should be pre-bored to prevent splitting, and screws installed to allow flush finishing of holes. Any nails left embedded in the TG&V from the softboard linings should be removed. All holes should be filled and sanded, and the wall repainted. Once complete the work should not be visible, and the overall fabric loss is small. This would reduce the adverse impact of the works to negligible adverse (if there is no relining) or minor adverse (if the stage-side of the wall is relined). Regardless of the outcome of the above, the condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. New materials should be date stamped.
	Timber TG&V wall linings around proscenium on gridline 6 (assumed below softboard)	Exceptional	Based on the extant wall linings in other areas of the building, it is assumed that the walls of the hall were originally lined in horizontal TG&V boards; and that the current softboard wall linings have been applied over this TG&V. The proposed strengthening scheme requires new strip braces and hold-down brackets to be installed to the wall framing. Doubling of wall studs may also be required (if there are not double studs in situ). Although no mention of the existing TG&V linings is made in the documents, this work will require the existing linings to be removed. This removal of original fabric of exceptional significance will have a moderate adverse impact. Once the works to the framing have been undertaken, it is proposed to line the wall in 12mm plywood with 10mm GIB Standard over, except below the stage where it will be GIB Fyreline over (as the area below the stage is required to be fire rated according to the fire report). Drawing S1 also states (at note 57) that a 12mm thick plywood dado is to be applied to the walls abutting the GIB board. There is no mention of a scotia or equivalent moulding to conceal the wall-to-ceiling junction, nor is there any mention of the frame around the proscenium. Currently, there are two doors opening into the under-stage area. These are proposed to be completely removed, new wall framing installed, and a new hatch access in the wall under the stage is also proposed. The hatch will be fire rated, as per the wall below the stage.	Moderate Adverse	

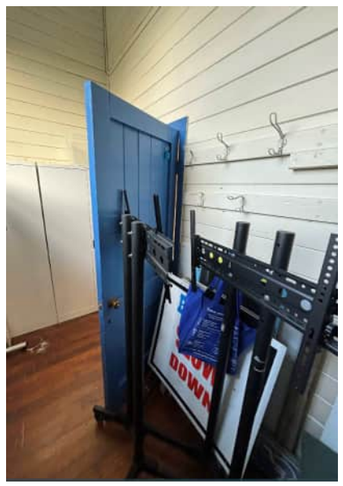
Room	Fabric Item	Significance	Explanation	Effect	Recommendations
 	Timber frame & ledger doors either side of stage, including frames and architraves	Exceptional	These two symmetrically placed doors, including frames and architraves) are original fabric. They give access either side of the stage when the floor wings are folded up. The door on the northeast side now provides access from the main hall to the rear of the building where the toilets are located. The Accessibility Report states that the handles to the door on the northeast side of the stage (accessing the corridor to the toilets) must be replaced with compliant lever-type handles. It appears that this door retains its original hardware, although it has been painted. Loss of the original hardware is a negligible adverse effect. Architraves around both these doors will need to be removed for works to the wall linings. Note 56 on drawing S1 states that new architraves are to be installed. Loss of the original architraves and necessary adjustment to the doors will be a minor adverse effect.	Negligible Adverse Minor Adverse	The original hardware should be retained for possible future reinstatement or use on another original door. The door on the southwest side, which will give access to a new accessible stair, currently has no hardware; however, no new hardware has been proposed for this door in the Accessibility Report or other documents. It is recommended that the existing architraves are carefully removed, retained, and reinstated at completion of works to the wall. This would reduce the adverse effects to negligible. Note that some packing may be required to take up differential wall and door frame thicknesses due to changes in the linings. This should be carried out in timber, and a 2mm (approx.) quirk incorporated between the packing and the frame or between the packing and architraves. Regardless of the outcome of the above, the condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. New materials should be date stamped.
	Commemoration plaques	Exceptional	The plaques are a feature of exceptional significance and will be carefully removed during construction, stored safely, and reinstated when all work has been completed.	Neutral	
	Softboard (“Beautyboard”) wall linings to wall on gridline C (above beam)	Intrusive	It is assumed that these linings were applied over the original timber TG&V linings in the 1970s, either for aesthetic or acoustic reasons. No work is being proposed to this wall insofar as it is or will be visible within the main hall.	Neutral	This wall was originally lined in horizontal TG&V boards; and that the current softboard wall linings have been applied over this TG&V. It is recommended that the softboard linings are removed and the TG&V repaired and repainted. This would have a moderate beneficial effect. The condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works.

Room	Fabric Item	Significance	Explanation	Effect	Recommendations
	Timber T&G floorboards	Exceptional	The floorboards are an original feature of the building and are in good condition. The drawings indicate that there will be new footings and pads for the portal frames on gridlines A and C, three further new pads on gridline C, and anchor piles along gridline 2 below the wall line and threshold of the doors to the foyer and cloakroom, and braced piles on gridline 6 below the stage edge. Floorboards will need to be lifted to get access for installing these new foundations. Damage to, or loss of, this original fabric will be a moderate adverse effect.	Moderate Adverse	The condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. If possible, access to the foundations on gridline C should be created through the floor of the annex and the work undertaken without touching timber floorboards. Floorboards should be carefully removed in full lengths only, and should be reinstated in their original locations, with all works carried out following a methodology that has been approved by a heritage specialist. If this recommendation is followed, and the methodology is carefully carried out by the contractor, the disturbed areas should not be visible, and the adverse effect would be reduced to negligible.
Hall Annex The annex was added in the 1970s to enlarge the hall and makes some contribution to evidence of the values of the building as a historic alteration that tells the story of its evolving use.					
	Ceiling linings (softboard or similar)	Little	While the linings are part of the 1970s addition, they make little contribution to understanding the significance of the place in and of themselves. They are also in poor condition. No work is proposed that will impact the existing ceiling linings, or the wall linings on gridlines 1, 7 and D, other than the new wall on gridline 3. It is assumed that localised areas of lining will be cut back for installation of this wall.	Neutral	The condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works.
	Softboard wall linings	Little	On gridline C (between gridlines 6 and 7) softboard linings will be removed from the wall to the stage and replaced with new plywood linings with GIB board over. Overall, this change will not be evident once it is completed, and is therefore considered to have a neutral effect. At the other end of the annex, a new wall is to be built on gridline C, which will have plywood linings with GIB board over. This wall is discussed as part of the ticket office.	Neutral	The drawings do not provide any detail regarding how the corner at the intersection of gridlines C and 6 is to be detailed for the cut edges of the new wall linings, and this should be addressed.
	Steel beams and 6 no. supporting columns	Little	While the columns and beams are part of the 1970s addition, the columns interrupt the interior of the hall and, in and of themselves, make little contribution to understanding the significance of the place. These elements are proposed to be removed entirely. A new beam will be installed along the line of the existing beam, and this will be supported on the lets of the two steel portal frames and on new timber posts integrated into wall framing at each end.	Neutral	The condition of the existing fabric should be photographically recorded prior to and during the works.
	Timber frame & ledger double doors to exterior (SW side), including frame and architraves	Moderate	As a feature of both the interior and exterior of the 1975 addition, these doors make some contribution to the cultural heritage values of the building in their form and use. No work affecting these doors is proposed.	Neutral	
	Sliding door to dining room including frame and architraves	None	It is assumed that this door was installed in 1976 after the rear lean-to was added to the building; however, it could be more recent. In and of itself it has no particular heritage significance. It is to be replaced with new double doors for accessibility on a fire escape route.	Neutral	The condition of the existing fabric should be photographically recorded prior to and during the works.

Room	Fabric Item	Significance	Explanation	Effect	Recommendations
	6 no. timber frame windows with glass louvres	Moderate	As a feature of both the interior and exterior of the 1975 addition, these windows make some contribution to the cultural heritage values of the building in their form and use. The louvres are assumed to be original; however, they are also in poor repair and are creating draught issues inside the building. If budget allows, the louvres are to be replaced with new fixed glazing in the existing timber frames, which will ensure retention and improve longevity of the frames.	Minor Beneficial	The condition of the existing fabric should be photographically recorded prior to and during the works.
	Painted floor (chipboard or similar)	Little	While the flooring is part of the 1970s addition, in and of itself it makes little contribution to understanding the significance of the place. It will be necessary to remove flooring along gridlines C and D for portal frame footings and pads, additional pads, and anchor piles. It is in poor condition, suffering from wear-and-tear as well as water damage. It is expected that the flooring removed will be replaced.	Neutral	While the impact on heritage values is neutral, it is recommended that the entire floor in the annex be replaced so that there are no patches that may appear untidy or create a trip hazard. The condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works.
Ticket Office The ticket office was modified when the side extension was built in the 1970s. A false ceiling was installed, and a new diagonal wall and serving hatch were constructed which included removal of a portion of the internal wall to the main hall.					
	Ceiling linings and false ceiling structure	Intrusive	The false ceiling was installed in the 1970s when the annex was constructed. It extends out into the hall beyond the diagonal wall (in a rectangular shape). It conceals the walls above and cuts across the double-hung sash window; and, therefore, it is considered to be intrusive. No works to the ceiling itself are proposed.	Neutral	Removing the false ceiling should be considered as this would expose the full height of the window, as well as the walls and ceiling above, would have a moderate beneficial impact.

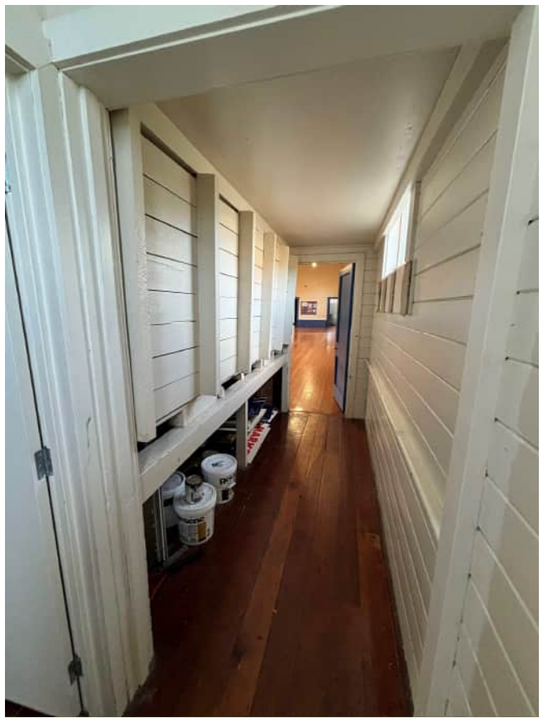
Room	Fabric Item	Significance	Explanation	Effect	Recommendations
 	Timber TG&V wall linings	Exceptional	The TG&V wall linings are an original feature. The drawings indicate that a new wall is to be constructed on gridline C, and it is assumed that this wall will infill the area between the floor and the beam/false ceiling only. The drawings also indicate that new plywood linings are to be installed on the face of this wall above the height of false ceiling. However, this does not take account of the TG&V linings in this area which presumably remain insitu and which would need to be removed. Although these linings may remain concealed above the false ceiling, they should be treated as per all of the other TG&V linings.	Minor Adverse	<u>Seajay Consulting should confirm whether it is possible to achieve the required bracing using the same TG&V screw-fixing methodology as the wall on gridline A.</u> If this is possible, and the TG&V is in reasonable condition, it should be left exposed. As for TG&V linings in the foyer, screw holes should be pre-bored to prevent splitting, and screws installed to allow flush finishing of holes. Any nails left embedded in the TG&V from the softboard linings should be removed. All holes should be filled and sanded, and the wall repainted. Once complete the work should not be visible, and the overall fabric loss is small. If this recommendation is followed, the adverse effect would be reduced to negligible. Regardless of the outcome of the above, the condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. New materials should be date stamped.
			The drawings indicate that the wall linings on gridline 1 are to be screwed to each framing member. Screwing the TG&V will create multiple holes in the fabric and there is a risk of associated damage if the boards are highly brittle. Screw holes are to be pre-bored to prevent splitting, and screws installed to allow flush finishing of holes. Holes are to be filled and sanded, and the wall repainted. Once complete the work should not be visible, and the overall fabric loss is small. Therefore, the adverse effect is negligible.	Negligible Adverse	This rating assumes that note 55 on drawing S1 does not apply to the wall on gridline 1. The wall should not be over-lined with GIB board or any other lining. Therefore, no architraves are required to be removed or replaced, and no packing of frames is required.
	Timber frame double hung sash window including frames and architraves	Exceptional	The window is original fabric. No work is proposed to the window, frames or architraves.	Neutral	
	New servery on gridline 2	N/A	It is proposed to create a servery to the ticket office in this wall. This will require removal of fabric from the original wall, which is an adverse effect. However, it is also recognised that a servery in this location will be convenient for hall operations, and therefore is considered to have a negligible adverse impact. The drawings do not include any detail about the servery in terms of its frame, architraves, or sill.	Negligible Adverse	The condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. The servery opening should be framed in timber, have architraves that match those of the adjacent doors on both sides, and be painted out to match other timberwork. New materials should be date stamped.
	Diagonal wall including servery and softboard wall linings	Intrusive	This wall was built when the annex was added to the hall in the 1970s. Its construction required a section of the original wall to be removed. The proposal is to remove this wall in its entirety and install a new wall on the original wall line.	Moderate Beneficial	

Room	Fabric Item	Significance	Explanation	Effect	Recommendations
	New wall on gridline 2	N/A	A small length of wall on gridline 2 is to be installed to restore the ticket office to its original rectangular shape. The drawings state that this is “to match existing”. Reinstatement of the wall is a beneficial effect as it restores the original wall line; however, there are no details of the wall linings or finishes.	Unknown	The condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. Assuming that the recommendation above to restore the TG&V linings on this wall is followed, the new area of wall should be lined with TG&V salvaged from other parts of the building (for example, the wall on gridline 6) where TG&V has to be removed. New materials should be date stamped.
	New servery on gridline 2	N/A	It is proposed to create a servery to the ticket office in this wall. This will require removal of fabric from the original wall, which is an adverse effect. The drawings do not include any detail about the servery in terms of its frame, architraves, or sill.	Minor Adverse	It would be preferable to position the servery in the section of new wall to be constructed, that way any loss of existing fabric would be avoided, and the adverse impact would be reduced to negligible. The servery opening should be framed in timber, have architraves that match those of the adjacent doors on both sides, and be painted out to match other timberwork.
	Timber frame & ledger door to main hall and door to foyer, including frames and architraves	Exceptional	The door (including frames and architraves) is original fabric. No work is proposed to the door, frame or architraves.	Neutral	
	Ticket office hatch	Exceptional	The hatch is a unique original feature of the building and will not be altered by the proposed works.	Neutral	
	Coat hook rails	Exceptional	These are original fabric, and will not be impacted by the proposed works.	Neutral	
	Timber T&G floorboards	Exceptional	The floorboards are an original feature of the building and are in good condition. The drawings indicate that there will be a new pad at the intersection of gridlines C and 1. Floorboards may need to be lifted to get access for installing these new foundations. Damage to, or loss of, this original fabric will be a moderate adverse effect.	Moderate Adverse	The condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. If possible, access to this area should be created through the floor of the annex and the work undertaken without touching timber floorboards. If this recommendation is followed, and the methodology is carefully carried out by the contractor, the disturbed areas should not be visible, and the adverse effect would be reduced to negligible.

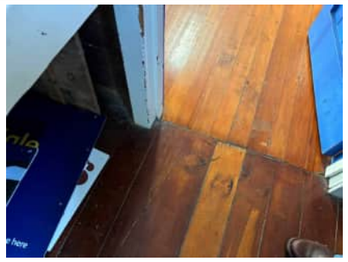
Room	Fabric Item	Significance	Explanation	Effect	Recommendations
Cloakroom (Cupboard) The cupboard is assumed to have originally been the cloakroom, owing to the coat hooks that remain on two walls, and the position of two doors, one opening into the foyer and the other opening into the main hall. Few modifications have been made in this area, which is now used for storage. For this reason, the room has exceptional significance.					
	TG&V ceiling linings	Exceptional	The timber TG&V ceiling linings are original historic fabric that remain largely unaltered since the building's construction. No work is to be undertaken that will affect the ceiling.	Neutral	
	Timber TG&V wall linings	Exceptional	The TG&V wall linings are an original feature. The drawings indicate that the wall linings on gridline 1 are to be screwed to each framing member. Screwing the TG&V will create multiple holes in the fabric and there is a risk of associated damage if the boards are highly brittle. Screw holes are to be pre-bored to prevent splitting, and screws installed to allow flush finishing of holes. Holes are to be filled and sanded, and the wall repainted. Once complete the work should not be visible, and the overall fabric loss is small. Therefore, the adverse effect is negligible.	Negligible Adverse	The condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. This rating assumes that note 55 on drawing S1 does not apply to the wall on gridline 1. The wall should not be over-lined with GIB board or any other lining. Therefore, no architraves are required to be removed or replaced, and no packing of frames is required.
	Timber frame double hung sash window including frames and architraves	Exceptional	The window is original fabric. No work is proposed to the window, frames or architraves.	Neutral	
 	Timber frame & ledger door to main hall and door to foyer, including frames and architraves	Exceptional	Both doors (including frames and architraves) are original fabric. No work is proposed to the doors, frames or architraves in this area.	Neutral	
	Coat hooks and rails	Exceptional	These are original fabric, and will not be impacted by the proposed works.	Neutral	
	Timber T&G floorboards	Exceptional	The floorboards are an original feature of the building and are in good condition. The drawings indicate that there will be new anchor piles along gridline 2 below the wall line and threshold of the door to the main hall. Floorboards will need to be lifted to get access for installing these new foundations. Damage to, or loss of, this original fabric will be a moderate adverse effect.	Moderate Adverse	The condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. Floorboards should be carefully removed in full lengths only, and should be reinstated in their original locations, with all works carried out following a methodology that has been approved by a heritage specialist. If this recommendation is followed, and the methodology is carefully carried out by the contractor, the disturbed areas should not be visible, and the adverse effect would be reduced to negligible.

Room	Fabric Item	Significance	Explanation	Effect	Recommendations
Raised Stage (including corridor, northeast side) The raised stage, with its folding wings at each side, is an original design element that plays a primary role in understanding the overall significance of the place. Some modifications have been undertaken, particularly on the southwest side, where the wing is permanently folded up and a false ceiling has been installed to create a corridor that connects the main hall to the toilets. Never-the-less, it holds exceptional significance, and is the building's most unique feature.					
	TG&V ceiling linings	Exceptional	The flat ceiling over the stage is lower than the vaulted ceiling over the main hall, but is also lined with timber TG&V which is original fabric. The ceiling incorporates an access hatch to the roof space. No work is proposed to the ceiling itself, but rectangular trims at the wall-to-ceiling junctions will need to be removed for wall lining works. Further, as the ceiling above the stage is lower than the vaulted ceiling of the main hall, it may need to be cut back to allow for fixings for new linings to be installed to walls on gridlines 6 and C.	Minor Adverse	The condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. If all relining works can be undertaken in a way that avoids damaging the ceiling, the adverse effect will be reduced to neutral.
 	Timber TG&V wall linings around proscenium on gridline 6 (assumed below softboard)	Exceptional	Refer to the explanation and recommendations for the wall on gridline 6 of the main hall.		Adding plywood linings to this side of the wall will have a lesser impact than adding them to the hall-facing side, if they are required.
	Proscenium frame	High	It is assumed that the current frame to the proscenium is historic fabric, although it may not be original. It is also in poor condition. The documents do not address what is to be done with this frame; however, it is likely that it will need to be made wider to accommodate changes to the wall linings. As this will involve loss of the historic fabric, and no replacement has been specified, there will be a minor adverse impact.	Minor Adverse	The frame to the proscenium should be replaced in like-for-like materials with increased width if this is required to take up the depth of additional wall linings. Regardless of the outcome of the above, the condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. New materials should be date stamped.
	Timber frame & ledger doors either side of proscenium, including frames and architraves	Exceptional	These doors, including frames and architraves) are original fabric. Architraves around these doors will need to be removed for works to the wall linings, assuming that relining on the stage-side of the wall takes place (refer notes relating to wall linings on gridline 6 above). Note 56 on drawing S1 states that new architraves are to be installed. The loss of this original fabric will have a minor adverse impact.	Minor Adverse	It is recommended that the existing architraves are carefully removed, retained, and reinstated at completion of works to the wall. This would reduce the adverse effects to negligible. Note that some packing may be required to take up differential wall and door frame thicknesses due to changes in the linings. This should be carried out in timber, and a 2mm (approx.) quirk incorporated between the packing and the frame or between the packing and architraves. Regardless of the outcome of the above, the condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. New materials should be date stamped.

Room	Fabric Item	Significance	Explanation	Effect	Recommendations
	Softboard (“Beautyboard”) wall linings, battens and skirting boards to wall on gridline 7	Intrusive	Based on the extant wall linings in other areas of the building, it is assumed that the walls of the hall were originally lined in horizontal TG&V boards; and that the current softboard wall linings have been applied over this TG&V. The proposed strengthening scheme requires a layer of GIB board to be added to one side of this wall, with GIB grabber high thread screw fixings in accordance with the GIB EzyBrace Systems specification. The documents do not specify which side of the wall the GIB is to be fixed to, but it is assumed that it would be applied to the anteroom side. Therefore, no works are being proposed linings on the stage side.	Neutral	It is recommended that the softboard linings be removed and the TG&V linings be restored. Any nails left embedded in the TG&V from the softboard linings should be removed. All holes should be filled and sanded, and the wall repainted. This would result in a moderate beneficial impact. Regardless of the outcome of the above, the condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. New materials should be date stamped.
	Timber TG&V linings to wall on gridline 7 (assumed below softboard)	Exceptional			
	Timber frame & ledger door to anteroom, including frame and architraves	Exceptional	This door, including frames and architraves) is original fabric. It is proposed that this door be removed, and the opening infilled as an accessible stair is to be installed in the location of the stage wing and there will no longer be access through this side of the stage. The (assumed) corresponding door on the northeast side of the stage has been removed (refer description of opening below). This being the case, and noting that the door is primarily used for accessing the under-stage area while the southwest wing is permanently folded down, removal of this door and associated loss of original fabric will have a moderate adverse impact, but will be aligned with future building use requirements. The documents do not address what wall linings are to be installed over this opening once the door is removed (assuming that the GIB board identified for bracing is to be installed on the anteroom side of the wall on gridline 7 in accordance with above).	Moderate Adverse	The condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. The door, including frame and architraves, should be carefully removed and, if it is not to be reused in the building at the present time, it should be retained and stored onsite in conditions that will ensure it does not deteriorate so that it may be reused in the future. This will not mitigate the adverse impact, but will assist in making it reversible. Assuming that the recommendation above to restore the TG&V linings on this wall is followed, the new area of wall where the door is removed should be lined with TG&V salvaged from other parts of the building (for example, the wall on gridline 6) where TG&V has to be removed. New materials should be date stamped.
	Opening between corridor and anteroom	Moderate	It is assumed that, originally, that there was a door in this location mirroring the door on the southwest side of the stage. Both doors would have given access to the anteroom from the stage wings. At an unknown date (but presumably in the 1970s) the door was removed, and frame altered to enlarge it. The opening as it exists now has significance as a remnant of the door that was there previously. No work is proposed to this opening.	Neutral	

Room	Fabric Item	Significance	Explanation	Effect	Recommendations
 	False ceiling of corridor	Intrusive	This false ceiling is assumed to have been added in the 1970s as part of creating a corridor alongside the stage. It cuts across the double-hung sash window, and prevents the stage from operating as it was designed to do when the wing at this end was lowered. No work to this ceiling is proposed in the documents; however, it is not clear whether the wall that is proposed to formally separate the corridor and the stage is to be taken to full height, which would impact on the structure of this ceiling and the junction at the wall.	Neutral	It is recommended that the wall is taken up to full height, and the false ceiling is removed entirely. If this recommendation is followed the result would be a minor beneficial effect. Regardless of the outcome of the above, the condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. New materials should be date stamped.
	Timber TG&V wall linings to wall on gridline A	Exceptional	The TG&V wall linings are an original feature. Incorporated into the wall is a ledge onto which the foldable stage wing rests when it is down. The drawings indicate that the wall linings on gridline A are to be screwed to each framing member. Screwing the TG&V will create multiple holes in the fabric and there is a risk of associated damage if the boards are highly brittle. Screw holes are to be pre-bored to prevent splitting, and screws installed to allow flush finishing of holes. Holes are to be filled and sanded, and the wall repainted. Once complete the work should not be visible, and the overall fabric loss is small. Therefore, the adverse effect is negligible.	Negligible Adverse	This rating assumes that note 55 on drawing S1 does not apply to the wall on gridline A. The wall should not be over-lined with GIB board or any other lining, particularly due to the presence of the ledge which should not be altered. Therefore, no architraves are required to be removed or replaced, and no packing of frames is required. Regardless of the outcome of the above, the condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. New materials should be date stamped. The boarding over the window should be removed.
	Timber frame double hung sash window including frame and architraves	Exceptional	The window is original fabric. Above the false ceiling of the corridor, which cuts across it, it is boarded up to prevent light from entering the stage area. No work is proposed to the window, frames or architraves.	Neutral	
	Foldable stage wing, NE end (abutting gridline A) including joists and floorboards	Exceptional	The foldable stage wings are one of the building's most unique original features, and have exceptional significance. This wing was folded up at the time of inspection, and it is evident from the painted finish and false ceiling that it remains folded up at all times allowing for a permanent corridor from the main hall to the toilets via the corridor that was divided off the anteroom in the 1970s. The drawings indicate that a new wall is to be built in this location, although it does not specify the framing or whether it is to be built to full height (rather than to the height of the false ceiling). It is to be lined on both sides in GIB Braceline. Removal of stage wing and associated loss of original fabric will have a moderate adverse impact, but will be aligned with future building use requirements.	Moderate Adverse	The condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. The folding wing, including joists, floorboards, and associated hardware, should be carefully removed, retained and stored onsite, in conditions that will ensure it does not deteriorate, so that it may be reused in the future. This will not notably reduce the adverse impact; however, it will ensure that the alteration is reversible (assuming that the ledge remains in place on the wall on gridline A) which will provide some mitigation. All new materials should be date stamped.

Room	Fabric Item	Significance	Explanation	Effect	Recommendations
	Softboard ("Beautyboard") wall linings, partial height, to gridline C	Intrusive	It is assumed that these linings were applied over the original timber TG&V linings in the 1970s, either for aesthetic or acoustic reasons. They are to be removed and disposed of.	Moderate Beneficial	
	Timber TG&V linings to wall on gridline C	Exceptional	These wall linings are original fabric. Incorporated into the wall is a ledge upon which the joists of the foldable stage wing rest when it is lowered, which is part of the original stage design and has exceptional significance. The proposed strengthening scheme requires this wall to be over-lined in 12mm plywood for bracing purposes. The drawings show that the plywood would extend full height, from the main floor (not the raised stage) up to the underside of the building rafters. New straps, stud locks and brackets are incorporated, which will require access to the wall frame. While the alterations to the frame can be undertaken from the opposite side of the wall, meaning the existing TG&V linings can remain insitu, this will cause additional and unnecessary damage to the TG&V and continue the concealment of original fabric, which together have a minor adverse impact.	Minor Adverse	Seajay Consulting should confirm whether it is possible to achieve the required bracing using the same TG&V screw-fixing methodology as the wall on gridline A, noting that further bracing units may be provided on the other side of the wall where no significant fabric will be impacted. If this is possible, and the TG&V is in reasonable condition, it should be exposed. As for TG&V linings in the foyer, screw holes should be pre-bored to prevent splitting, and screws installed to allow flush finishing of holes. Any nails left embedded in the TG&V from the softboard linings should be removed. All holes should be filled and sanded, and the wall repainted. Once complete the work should not be visible, and the overall fabric loss is small. If this recommendation is followed, the adverse effect would be reduced to negligible. If this is not possible, the TG&V wall linings and, most importantly, the ledge on which the folding stage wing rests, must remain insitu below the plywood. Regardless of the outcome of the above, the condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. New materials should be date stamped.
	Foldable stage wing, SW end (abutting gridline C) including joists and floorboards	Exceptional	The foldable stage wings are one of the building's most unique original features, and have exceptional significance. This wing was folded down at the time of inspection, and the presence of a small piece of particle board infill adjacent to the door to the anteroom suggests that it remains down permanently. It is proposed to remove this stage wing for construction of an accessible stair and landing behind the door to the main hall, including a new wall to close off the edge of the stage and extending up to a height of 1m above the stage floor level. Removal of stage wing and associated loss of original fabric will have a moderate adverse impact, while construction of the stairs and a wall with integrated barrier to the side of the stage will also have an adverse impact by intruding into what was previously usable stage space. However, these changes will be aligned with future building use requirements.	Moderate Adverse	The condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. The folding wing, including joists, floorboards, and associated hardware, should be carefully removed, retained and stored onsite, in conditions that will ensure it does not deteriorate, so that it may be reused in the future. This will not notably reduce the adverse impact; however, it will ensure that the alteration is reversible (assuming that the ledge remains in place on the wall on gridline A) which will provide some mitigation. The wall closing off the end of the stage, and extending up to form the barrier, should not encroach in any way on the fixed stage floor. No flooring of the existing stage, nor any of the subfloor structure, should be impacted by this wall, so that it is reversible in the future. All new materials should be date stamped.

Room	Fabric Item	Significance	Explanation	Effect	Recommendations
	Timber T&G floorboards to raised stage (fixed)	Exceptional	The floorboards are an original feature of the building and are in worn but sound condition. No works affecting the floorboards are proposed.	Neutral	
 	Timber T&G floorboards to sub-stage area	Exceptional	The floorboards are an original feature of the building and are in good condition. The drawings indicate that there will be new braced piles along gridline 6 below the stage. Floorboards may need to be lifted to get access for installing these new foundations.	Moderate Adverse	The condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. Floorboards should be carefully removed in full lengths only, and should be reinstated in their original locations, with all works carried out following a methodology that has been approved by a heritage specialist. If this recommendation is followed, and the methodology is carefully carried out by the contractor, the disturbed areas should not be visible, and the adverse effect would be reduced to negligible.
Former Anteroom The anteroom has been modified by the extensions made to the building during the 1970s. The original extent of the space can be determined by the floorboards. Overall, this space makes a moderate contribution to the heritage values of the building, with some original features retained, but its original proportions and purpose lost.					
	TG&V ceiling linings	Exceptional	The flat ceiling over the stage is lower than the vaulted ceiling over the main hall, but is also lined with timber TG&V which is original fabric. The ceiling incorporates an access hatch to the roof space. No work is proposed to the ceiling itself, but rectangular trims at the wall-to-ceiling junctions will need to be removed for wall lining works.	Neutral	
	Softboard ("Beautyboard") wall linings, battens and skirting boards to wall on gridline 7	Intrusive	The softboard wall linings have been applied over the original TG&V wall linings up to approximately two thirds of the wall height. It is assumed that this was done in the 1970s when the building additions were made. These are to be removed and disposed of.	Moderate Beneficial	

Room	Fabric Item	Significance	Explanation	Effect	Recommendations
	Timber TG&V linings to wall on gridline 7 (visible above softboard)	Exceptional	The TG&V wall linings are original fabric. The proposed strengthening scheme requires a layer of GIB board to be added to one side of this wall, with GIB grabber high thread screw fixings in accordance with the GIB EzyBrace Systems specification. The documents do not specify which side of the wall the GIB is to be fixed to, but it is assumed that it would be applied to this side for reasons of access. Further, the drawings show that it is proposed to use GIB Fyreline (in place of Braceline) on this wall along the length of the stage as part of providing the fire rating for the under-stage area recommended in the Fire Report. Overlining will cause additional and unnecessary damage to the TG&V and continue the concealment of original fabric, which together have a minor adverse impact. There is no mention of a scotia or equivalent moulding to conceal the wall-to-ceiling junction.	Minor Adverse	<u>Seajay Consulting should confirm whether it is possible to achieve the required bracing using the same TG&V screw-fixing methodology as the wall on gridline A, noting that both sides of the wall are lined with TG&V that could be screw fixed.</u> If this is possible, Seajay Consulting should confirm whether it is necessary, when considering what is 'as near as reasonably practicable', to fire rate the area below the stage, given that it is such a small part of the building and it is highly unlikely that a fire will ever occur in this space. Assuming that no additional linings are required, and the TG&V is in reasonable condition, it should be exposed. As for TG&V linings in the foyer, screw holes should be pre-bored to prevent splitting, and screws installed to allow flush finishing of holes. Any nails left embedded in the TG&V from the softboard linings should be removed. All holes should be filled and sanded, and the wall repainted. Once complete the work should not be visible, and the overall fabric loss is small. If this recommendation is followed, the adverse effect would be reduced to negligible. Regardless of the outcome of the above, the condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. New materials should be date stamped.
	Timber frame & ledger door to stage rear side, including frame and architraves	Exceptional	Refer to the comments under raised stage section above with regards to the proposal remove this door. It may be assumed that the proposal for covering the opening where the door is removed is to install GIB board as part of over-lining the entire wall on gridline 7.	Moderate Adverse	The condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. Assuming that the recommendation above to restore the TG&V linings on this wall is followed, the new area of wall where the door is removed should be lined with TG&V salvaged from other parts of the building (for example, the wall on gridline 6) where TG&V has to be removed.
	Softboard ("Beautyboard") wall linings, battens and skirting boards to wall on gridline 8	Intrusive	The softboard wall linings have been applied over the original TG&V wall linings up to approximately two thirds of the wall height. It is assumed that this was done in the 1970s when the building additions were made. These are to be removed and disposed of.	Moderate Beneficial	

Room	Fabric Item	Significance	Explanation	Effect	Recommendations
	Timber TG&V linings to wall on gridline 8 (visible above softboard)	Exceptional	This wall was partially removed in the 1970s for the dining room and kitchen alterations, and replaced with a beam. The TG&V wall linings that remain on this wall, including the portion of the wall in what is now the corridor, are original fabric. The proposed strengthening scheme requires this wall (excluding the portion in the corridor) to be over-lined in GIB Braceline. This will cause additional and unnecessary damage to the TG&V and continue the concealment of original fabric, which together have a minor adverse impact. There is no mention of a scotia or equivalent moulding to conceal the wall-to-ceiling junction.	Minor Adverse	<u>Seajay Consulting should confirm whether it is possible to achieve the required bracing using the same TG&V screw-fixing methodology as the wall on gridline A.</u> If this is possible, and the TG&V is in reasonable condition, it should be exposed. As for TG&V linings in the foyer, screw holes should be pre-bored to prevent splitting, and screws installed to allow flush finishing of holes. Any nails left embedded in the TG&V from the softboard linings should be removed. All holes should be filled and sanded, and the wall repainted. Once complete the work should not be visible, and the overall fabric loss is small. If this recommendation is followed, the adverse effect would be reduced to negligible. Regardless of the outcome of the above, the condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. New materials should be date stamped.
 	Dividing wall to corridor including door and all linings	Intrusive	This wall was added in the 1970s to create a corridor at one end of what had formerly been the open space of the anteroom that connected the toilet area to the corridor along the northeast side of the stage (with the stage wing folded up). It is an intrusive element as it carves up what was originally one space. No works are proposed to this wall or its parts.	Neutral	
	Timber TG&V wall linings to wall on gridline A	Exceptional	The TG&V wall linings are an original feature. The drawings indicate that the wall linings on gridline A are to be screwed to each framing member. Screwing the TG&V will create multiple holes in the fabric and there is a risk of associated damage if the boards are highly brittle. Screw holes are to be pre-bored to prevent splitting, and screws installed to allow flush finishing of holes. Holes are to be filled and sanded, and the wall repainted. Once complete the work should not be visible, and the overall fabric loss is small. Therefore, the adverse effect is negligible.	Negligible Adverse	This rating assumes that note 55 on drawing S1 does not apply to the wall on gridline A. The wall should not be over-lined with GIB board or any other lining. Therefore, no architraves are required to be removed or replaced, and no packing of frames is required. Regardless of the outcome of the above, the condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. New materials should be date stamped.
	Timber frame double hung sash window including frame and architraves	Exceptional	The window is original fabric. No work is proposed to the window, frames or architraves.	Neutral	

Room	Fabric Item	Significance	Explanation	Effect	Recommendations
 	Timber T&G floorboards	Exceptional	The floorboards are an original feature of the building and are in good condition. The drawings indicate that there will be a new pad required at the intersection of gridlines C and 7. Floorboards may need to be lifted to get access for installing these new foundations.	Moderate Adverse	The condition of the existing fabric should be photographically recorded prior to, during, and at completion of the works. If possible, access to the foundations on gridline C should be created through the floor of the annex and the work undertaken without touching timber floorboards. Floorboards should be carefully removed in full lengths only, and should be reinstated in their original locations, with all works carried out following a methodology that has been approved by a heritage specialist. If this recommendation is followed, and the methodology is carefully carried out by the contractor, the disturbed areas should not be visible, and the adverse effect would be reduced to negligible.
Dining Room, Kitchen and Toilets These areas were added in the 1970s and make some contribution to evidence of the values of the building as a historic alteration that tells the story of its evolving use. No works are being proposed to these areas other than new piling which will require the floor to be lifted and replaced (noting that the area forming part of the original anteroom is assessed separately).					

5 Conclusions and Recommendations

5.1 Conclusions

In April 2024, the Te Horo Hall Society Incorporated has sought Resource Consent from the Kāpiti Coast District Council (KCDC) for proposed seismic strengthening work to the Te Horo Hall, 56 School Road, Te Horo. In response to this application, the Society received a Request for Further Information from KCDC which included:

1. *An analysis of the potential impact the seismic strengthening work may have on the Heritage features of the Historic building B110: Te Horo Hall at 56 School Road, Te Horo. The building contains the original floors, walls, doors, ticket office, and raised stage. The analysis is required to be undertaken by a person or organisation that has the understanding of heritage features in the Kapiti Coast area.*

The purpose of this Heritage Effects Assessment document is to fulfil this specific request.

Overall, the proposed works will improve the building's seismic resilience and address some minor issues relating to its fire safety and accessibility in accordance with the Building Act, thereby ensuring that it is kept in use, and is retained and protected.

In addition, the assessment provided in *Table 1* also demonstrates that some of the proposed works will have beneficial effects for historic fabric; in particular:

- Removal of softboard linings concealing historic TG&V wall linings.
- Removal of the diagonal wall to the ticket office and reinstatement of walls on the original wall lines.

However, *Table 1* also demonstrates that the proposed works will have adverse effects on some of the building's significant interior fabric. In most cases, these adverse effects are negligible; however, some of these effects are minor to moderate, in particular:

- Removal of the foldable stage wings either side of the raised stage, which are elements that have exceptional significance.
- Removal of historic T&G floorboards in the foyer, main hall, cloakroom ("cupboard"), ticket office, stage area and anteroom for new foundations.
- Removal of historic timber TG&V ceiling fabric in the main hall due to fly braces attached to the portal frames and above the stage due to wall linings.
- Removal of an original door between the stage and anteroom.
- Removal and replacement of architraves to doors and windows for wall lining works.
- Application of sheet linings (GIB or plywood) over historic timber TG&V wall linings.

In addition, there is a paucity of information in the documents about some of the required works, such as replacement of the proscenium frame and linings to some new areas of wall.

On balance, when all effects on the heritage fabric of the building are considered alongside the use and resilience outcomes, the adverse impacts of the proposed works will be negligible and acceptable provided that the recommendations made in section 5.2 are followed.

5.2 Recommendations

5.2.1 Recommended Changes to the Proposed Works

Wherever possible, the design should be altered to reduce adverse heritage impacts and increase beneficial heritage impacts.

In accordance with *Table 1*, it is recommended that the Te Horo Hall Society Incorporated confirm the following with their consultant, Seajay Engineering:

- Whether it is possible to achieve the required bracing units in both directions by screw-fixing existing TG&V linings instead of applying new GIB board (of any kind) or plywood to all existing walls where TG&V linings exist.

  Wherever possible, TG&V linings should be revealed and its inherent bracing capacity utilised as part of the works, with additional screw fixings as required. This will be subject to confirming the condition of concealed TG&V linings onsite during the works.

- Whether fire rating the area under the stage floor is within the bounds of what is 'as near as reasonably practicable' given the complexity of installing fire rated linings into such a restricted space, the low risk that exists of a fire breaking out in such a small space, and the impact that such a fire would realistically have on the building.

  Subject to the fire engineer's review, if it is confirmed that the risk of not fire-rating this area is minimal on the basis that it is not currently fire rated (and therefore, there will be no reduction in the building's existing compliance if it is not fire rated retrospectively) then this should be removed from the scope.

In accordance with *Table 1*, it is recommended that the Te Horo Hall Society Incorporated make (or instruct to be made) the following amendments to the proposed works wherever practicable, subject to constraints identified during works onsite:

- Avoid or minimise damage or removal of significant fabric by:
  - Remove flooring from the annex to access the sub-floor for foundation works to reduce the need for removing floorboards from the main hall and ticket office area.
  - Remove flooring from the kitchen/dining area to access the sub-floor for foundation works to reduce the need for removing floorboards in the anteroom area.
  - Reposition the servery into the area of new wall on gridline 2 to avoid removing an area of the existing wall which includes TG&V linings.
- Allow for removal of the stage wings to be reversible by:
  - Carefully removing the folding wings, including joists, floorboards, and associated hardware, retaining these and storing them onsite, in conditions that will ensure they do not deteriorate.
  - Ensure ledges in the walls on gridlines A and C that provide the seats for the foldable stage wings remain in place.
  - Ensure the full height wall at the SE end of the stage, and the partial-height wall at the NW end of the stage (which incorporates the barrier for the accessible stair) do not encroach in any way on the fixed stage floor.
- Allow for removal of the original door on gridline 7 to be reversible by carefully removing the door in its frame, and associated architraves, retaining these and storing them onsite, in conditions that will ensure they do not deteriorate.
- Ensure maximum retention of significant fabric by:

- Carefully removing, recording and reinstating architraves to doors and windows where works to wall linings are required.
- Carefully removing, recording and reinstating scotia mouldings where works to wall and ceiling linings are required.
- Carefully removing and reinstating the storage units on gridline 2.
- Utilise TG&V wall linings that are required to be removed to line new areas of wall to match existing adjacent walls on gridlines 2, C and 7.
- Install new door hardware without removing existing intact door hardware or retain hardware for potential future reinstatement where this is not possible.

- Subject to project budget constraints, allow for significant fabric to be revealed by:
  - Removing softboard linings from walls where TG&V linings are present, even where no additional work to those walls is required; repair and repaint these as part of the project.
  - Removing false ceilings in the ticket office and corridor (to SE side of stage), and investigate removal of ceiling in foyer if it is not original.
- Specify the design of the following elements that are not fully resolved:
  - The servery to the ticket office/bar in the wall on gridline 2.
  - The frame of the proscenium.
  - Junctions between new and existing walls and wall linings.
  - Hardware to the door to the accessible stair beside the stage.

5.2.2 Recommended Resource Consent Conditions

The following consent conditions are recommended to ensure that the works are carried out in accordance with best heritage practice.

Heritage Construction Management

1. At least 1 month prior to construction commencing on site, the consent holder shall:

   a) Engage and require a suitably qualified and experienced heritage specialist (referred to in these conditions as "the nominated heritage specialist") to supervise all heritage related works on site, to ensure that the proposal is carried out in accordance with the conditions of this consent.

   b) Provide the name, qualifications and contact details of the nominated heritage specialist to the Council (Compliance Officer in consultation with the Cultural Heritage Advisor).

2. The consent holder shall ensure that the nominated heritage specialist inspects the work at weekly regular intervals throughout the project (unless varied by agreement with the nominated heritage specialist) to ensure that the works are carried out as described in the application and plans approved under the consent.

3. Within 1 month of completion of the project works, the consent holder shall submit a report prepared by the nominated heritage specialist appointed in accordance with condition (1) to Council (Compliance Officer in consultation with Cultural Heritage Advisor) that outlines details of site visits undertaken through the construction process, and of the work completed, particularly where the work completed differs from that shown in the approved Resource Consent documents.

Method Statements

4. Prior to the works commencing on site, the consent holder shall submit the following information to the Council:

   a) Method statement for all demolition, deconstruction and installation works, specifically addressing the methodologies for removal and temporary protection of highly or exceptionally significant fabric that is directly impacted, including floors, wall and ceiling linings.

   b) Method statement for the storage of any significant fabric, including details of where the items will be stored, the storage conditions, and methods of checking that items have not been damaged or removed.

   c) Method statement for reinstatement, repair and "make good" works.

   d) Method statement for date stamping the new materials in discreet locations.

5. These method statements must be reviewed and approved by the nominated heritage specialist appointed in condition (1), and submission to Council must be accompanied by a letter from the nominated heritage specialist to confirm this.

6. All works shall be carried out in accordance with the method statements approved under condition (4) above.

Photographic Record

7. Within one month of the completion of works, the consent holder shall submit to the Council a photographic record of all heritage fabric impacted by the works in digital format, and labelled with a location and date, and these locations (including the direction photos were taken from) noted on a plan or elevation.

8. The photographic record shall be made at the following stages, subject to the advice of the nominated heritage specialist appointed in condition (1) above:

   a) Prior to Development: photographic record showing the existing fabric before any works commence showing:
      - Overall views from different angles;
      - Views of significant details (and including fixings) capturing any information about the building's history and construction so that its heritage values can be better understood.

   b) During Development: photographic record capturing any information about the building's history and construction so that its heritage values can be better understood and documented for future interventions, and notably showing:
      - Views of historic features or details (and including fixings) revealed during the construction work;
      - Views of significant historic details (and including fixings) temporarily visible or to be enclosed or covered by the construction carried out under this resource consent.

   c) Following Development (but no later than three months of the completion of construction: photographic record of the completed works, taken from the approved photographic record locations specified above.

6 Information Sources

Kāpiti Coast District Council Property File

Digital NZ

Land Information Inline New Zealand (LINZ)

New Zealand Building Code

New Zealand Electronic Texts Collection (NZETC)

PapersPast

Resource Management Act 1991

Retrolens Historic Aerial Image Archives

Te Ara Encyclopedia of New Zealand