



Hinckley & Bosworth
Borough Council

A Borough to be proud of

FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

HINCKLEY AREA COMMITTEE

16 January 2018

WARDS AFFECTED: CASTLE WARD

HINCKLEY TOWNSCAPE HERITAGE SCHEME

Report of Director (Environment and Planning)

1. PURPOSE OF REPORT

- 1.1 To inform about the submission of a first-round application to the Heritage Lottery Fund to seek funding for the establishment of a Townscape Heritage scheme within Hinckley Town Centre Conservation Area.

2. RECOMMENDATION

2.1 That Members:

- i. Note the content of this Report
- ii. Support the submission of a first-round Hinckley Townscape Heritage scheme application and if successful, the development of the scheme in 2018/19 and the delivery of the scheme from 2019/2020 onwards over a period of three years
- iii. Note the grant funding that is being sought from the Heritage Lottery Fund (set out in the report)
- iv. Note the approach to establishing the necessary match funding that is required by the Heritage Lottery Fund (set out in the report)

3. BACKGROUND TO THE REPORT

- 3.1 The Council's Local Plan 2006 to 2026 includes a number of spatial objectives to support the future of development of the borough. These objectives include a strong drive to deliver the **Regeneration of Urban Centres** such as Hinckley and a focus on the safeguarding and enhancement of the Hinckley's **Built Environment and Townscape Character**. Planning & Development Services is therefore pro-actively seeking opportunities to implement the Local Plan and has identified the opportunity of developing a **Townscape Heritage scheme** within part of the Hinckley Town Centre Conservation Area which is currently identified as being 'at risk' by Historic

England. The intention to develop and submit a Townscape Heritage scheme proposal for Hinckley Town Centre is included as an output within the **Town Centre's Vision**, approved by Executive in November 2015.

- 3.2 The Townscape Heritage (TH) programme was launched in 1998 and is the Heritage Lottery Fund's (HLF) grant programme for the repair and regeneration of the historic environment in towns and cities. In allocating its funding, the HLF prioritises areas of social and economic deprivation that can demonstrate the key role historic buildings and spaces have to play in town centre regeneration. The HLF Programme has been highly successful in supporting a large number of heritage-led regeneration schemes throughout the UK. The HLF can cover a range of direct costs including: capital work such as building repairs and improvements to the public realm; activities and events to engage people with heritage; new staff posts to deliver the programme; and, professional fees.
- 3.3 During 2016, The Planning Major Projects Team explored the feasibility of a Townscape Heritage scheme for Hinckley. This included:
- Constructive dialogue with other local authorities that have implemented TH schemes;
 - Survey work across Hinckley Town Centre and in particular the Conservation Area;
 - The submission of a 'Project Enquiry Form' and a follow up meeting with the Heritage Lottery Fund to discuss the possibility of implementing a TH scheme;
 - Liaison with interested parties, including: relevant council departments; Hinckley Business Improvement District; Hinckley & District Chamber of Trade; Leicestershire County Council; Hinckley Museum; local civic groups; and, local educational and cultural establishments; and
 - Awareness raising activities, including: correspondence with local business owners; correspondence with local members and portfolio holders; providing a section on the council's website; providing information display boards for members of the public at Hinckley Library; and, Conservation Officer attendance with display boards at Town Centre events – Love Hinckley Market (14 May 2016) and at Hinckley BID Classic Car Meet (19 May 2016).
- 3.4 The first application to establish the scheme was submitted to the HLF in August 2016. Unfortunately the application was not successful despite a very strong submission and excellent support from members and local stakeholders in presenting the scheme to the HLF Regional board. Constructive feedback was provided by the HLF on the council's first application, with many positive aspects being identified including the backing of the scheme by members, the community and the voluntary sector, the good presentation given to the board including positive input from members and delivery partners, the range of proposed capital works, and the ability of the council to demonstrate project delivery including the Crescent and Leisure Centre. The Hinckley scheme was rated as a high priority but lost out regionally in a competitive process to Mansfield, with their submission being a second attempt.
- 3.5 The HLF feedback also covered some technical aspects with the first submission, in particular the need for a Council Heritage Strategy which incorporates the Townscape Heritage scheme and its role in addressing Heritage at Risk and delivering heritage-led regeneration within the town centre. Following this positive feedback from the HLF a second attempt at the application is being drafted. The minor technical aspects have been addressed and a Heritage Strategy has been

drafted, to be adopted by Council. Members and local stakeholders, the community and voluntary sector continue to support the scheme.

4. THE APPLICATION PROCESS

4.1 The HLF has a prescribed application process for organisations that are interested in running a TH scheme:

- **First-Round Application (December 2017):-** This is the competitive stage of developing a TH scheme and is run by the HLF on an annual basis (first round submissions are made by the 8 December and decisions are generally announced by the HLF by the following May). An application form must be submitted that sets out details of the proposed project; how it fits the criteria of a TH scheme; the grant monies that are requested for the development and delivery phases (if successful); and, the match funding that will be secured.
- **Development Phase (May 2018 to May 2019):-** in the event of a successful first-round application, the scheme would enter a development phase to prepare a second-round application to be submitted to HLF within a calendar year. The second-round application would provide a detailed programme of capital work and activities for the delivery of the TH scheme. The development of this work can be funded through grant monies that are received for this purpose if requested in the first-round application. For example, first round applications often include a request for grant funding to enable the appointment of a TH Project Coordinator who would oversee the development and delivery phases of the project.
- **Delivery Phase (Summer 2019 to Summer 2022):-** In the event that a grant is awarded, the TH scheme would enter its delivery phase making use of a delivery grant and any match funding that has been secured. The Hinckley TH scheme would be delivered over a three year period.

5. THE FOCUS OF THE APPLICATION

5.1 The Hinckley Townscape Heritage scheme will have three components; works to targeted town centre properties, public realm works at Church Walk, and a programme of public engagement.

5.2 Capital works of repair and restoration of traditional features including shop fronts have been identified for up to 25 targeted listed buildings or buildings of local importance located along Castle Street, The Borough and The Market Place, all within the Hinckley Town Centre Conservation Area. These capital works will address the reasons as to why the conservation is considered to be at risk, namely loss of original features and poor quality modern shop fronts, with attractive grant rates of 50 – 90% offered to property owners to incentivise take-up of the scheme. A number of reserve properties have been identified if any of the high and medium priority sites can not be delivered. The TH scheme area is identified on a map in Appendix 1. The physical extent of the TH area has been guided by the HLF but they have indicated that there could be scope to develop further TH schemes elsewhere in the Hinckley Conservation Area in the future, should there be a desire to do so.

5.3 A public realm improvement scheme is proposed for the upper section of Church Walk including the council owned car park. The scheme would improve the condition

of the area whilst improving physical access through the area from Argents Mead to Castle Street and directing people closer to the historic Castle mound.

- 5.4 As part of any HLF scheme there is the requirement to deliver a range of complementary activities, learning and training opportunities to engage people in the heritage of Hinckley and its townscape. An outline Activity Plan has been devised and the council will use their strong working relationship with key partners to deliver the programme of activities and opportunities.
- 5.5 Hinckley & District Museum is also currently developing an application to the Heritage Lottery Fund to deliver an extension to the Museum to house the recently restored Hansom Cab. The Museum's bid for funding will not be in competition with the TH scheme first-round application but will assist in complementing the increased heritage offer for Hinckley being proposed by the TH scheme.
- 5.6 The first-round application is currently being developed for submission by the deadline of 8 December 2017 (and will have been submitted prior to the Hinckley Area Committee meeting). It will provide evidence that this part of the Hinckley Conservation Area meets the criteria necessary to secure a Townscape Heritage scheme in line with the HLF's guidance. The first round stage is competitive and the outcome of the application process will very much depend upon the relative strength of the proposal against any other applications that may be submitted to HLF for Townscape Heritage schemes. The outcome of this process would be known in May 2018.

6. HLF GRANT FUNDING, MATCH FUNDING AND PROGRAMME SUPPORT

- 6.1 The overall gross total of the range of works, activities and supplementary requirements to be delivered by the Hinckley TH scheme amounts to £1,019,200. Project income, which includes the contributions made by property owners to the building works, cash contributions from the council and other organisations, and volunteer time to deliver the activity plan, reduces the amount of grant requested from the HLF to £773,000. The cost breakdown for each stage of the scheme is included in the Cost Breakdown spreadsheet attached to this report. Overall a total of £64,500 grant funding is to be requested from the HLF for the development phase and a total of £708,500 is to be requested for the delivery phase of the scheme.
- 6.2 For any TH scheme the HLF prescribes that applicants should identify a minimum of 5% match funding for any grant request below £1million. The match funding is required for both the development and delivery phases. For the development phase this equates to a contribution of £3,900 and it is proposed that this requirement can be met from existing budgets. For the delivery phase an amount of £83,500 can be secured via a Section 106 planning obligation (£58,500) and the Council Car Park maintenance capital budget (£25,000) as the Council contribution. By exceeding the minimum 5% requirement during the delivery phase of TH scheme it is likely that the council's chances of a successful first-round application will be increased.
- 6.3 The Planning Major Projects Team has also managed to secure contributions and support from other funders which includes a commitment to provide a cash contribution of £1,000 from the Hinckley Business Improvement District during the development phase of the scheme, and a likely commitment of £50,000 from the Leicester and Leicestershire Enterprise Partnership during the delivery phase of the scheme should the first-round application to the HLF be successful.

7 EXEMPTIONS IN ACCORDANCE WITH THE ACCESS TO INFORMATION PROCEDURE RULES

7.1 This report is to be taken in open session.

8. FINANCIAL IMPLICATIONS [TF]

HLF Programme

8.1 The Councils element of the project is expected to be £87,400. The total cost of the scheme is expected to be £1,019,200 and a breakdown of funding is below:

Contributor	Value	Secure funding
Hinckley and Bosworth Borough Council	£87,400	£58k is s106 funding which is unsecured
Leicester and Leicestershire Enterprise Partnership	£50,000	Secured on basis of rest of the funding
Heritage Lottery Fund's	£773,000	Proposed bid
Local Businesses	£91,000	Not secured
Other contributions	£16,800	Secured (in kind volunteer time)
Hinckley Bid	£1,000	Secured

8.2 The Council match funding element is £87,400. The HLF requires a minimum of 5% match funding from the council, as mentioned in paragraph 6.2. This would mean a minimum contribution of £50,960 (total cost of £1,019,200 x 5%). The proposed contribution of £87,400 actually represents 8.58% of the costs

8.3 It is proposed Hinckley and Bosworth Borough Council provide £87,400 of funding to the project. This is broken down in the table below:

Activity	Amount	Proposal of funding
Development Phase Activities: Professional fees, employment of Project Coordinator, and delivery of events, activities and publicity	£3,900	To be met from existing resources
Delivery Phase costs: Repairs and conservation work, Other Capital Work, Project Coordinator, Professional fees, publicity and evaluation	£58,000	S106 funding and Resurfacing capital budget to be reduced in future years for this work
Delivery Phase costs: Repairs and conservation work, Other Capital Work, Project Coordinator, Professional fees, publicity and evaluation	£25,500	Existing Car Park Resurfacing budget

8.4 There is a potential that the funding from S106 will not be received in time to make payments to the project. This funding totals £58,000 and will only be received as the development meets its trigger points. Should this funding not be received a supplementary budget maybe required in line with the financial procedure rules.

Other Considerations

8.5 There is unsecure funding from other bodies which total £141,000. £50,000 has been proposed by the Leicester and Leicestershire Enterprise Partnership but has yet to be confirmed. In addition £91,000 is anticipated by commercial entities but has not

yet been confirmed. Should these funding avenues not be received a supplementary budget maybe required in line with the financial procedure rules.

- 8.6 Grant conditions and contractual arrangements will be finalised as part of accepting the grant conditions. If significant financial risks are identified at this point members will be briefed accordingly. Typically, risks may include:
- a) What's happens if funding is not spent in time and there are outstanding contractual obligations
 - b) Risks associated with selling the assets in future years.
 - c) Clawback arrangements
- 8.7 The exact split of whether the expenditure is revenue or capital is still to be determined.
- 8.8 Where capital expenditure is incurred and no asset is created for the Council, costs and associated income will be written off the general fund at no net cost to the General Fund.
- 8.9 Where an asset is created for the Council future revenue costs will met from existing budgets. Where the funding is used to create an asset for another organisation, the respective organisation will to pay for future revenue costs.

Approvals

- 8.10 If the proposal is supported, Council approval will be required in accordance with financial procedure rules.

9. LEGAL IMPLICATIONS [MR]

- 9.1 Local Government Act 2000 empowers HBBC to do anything it considers is likely to achieve the promotion of the economic, social or environmental well-being of its area.

10. CORPORATE PLAN IMPLICATIONS

- 10.1 This report contributes to all three priority ambitions of the Council, in particular:
Places - creating clean and attractive places to live and work
Prosperity – encouraging growth, attracting businesses, improving skills and supporting regeneration

11. CONSULTATION

- 11.1 The THI first-round application is being developed in consultation with the interested parties identified in paragraph 3.3 above.

12. RISK IMPLICATIONS

- 12.1 It is the Council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.
- 12.2 It is not possible to eliminate or manage all risks all of the time and risks will remain which have not been identified. However, it is the officer's opinion based on the information available, that the significant risks associated with this project have been identified, assessed and that controls are in place to manage them effectively.

- 12.3 The following significant risks associated with this report were identified from this assessment:

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
None identified	Risks associated with the development and delivery of the TH scheme will be identified as dealt with accordingly as the scheme progresses	Stephen Meynell

13. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

- 13.1 The purpose of the TH scheme will be to provide enhancements and activities that can be accessed by all users of this part of Hinckley Town Centre. Where necessary, any equality and rural implications will be taken into account during the development of the scheme.

14. CORPORATE IMPLICATIONS

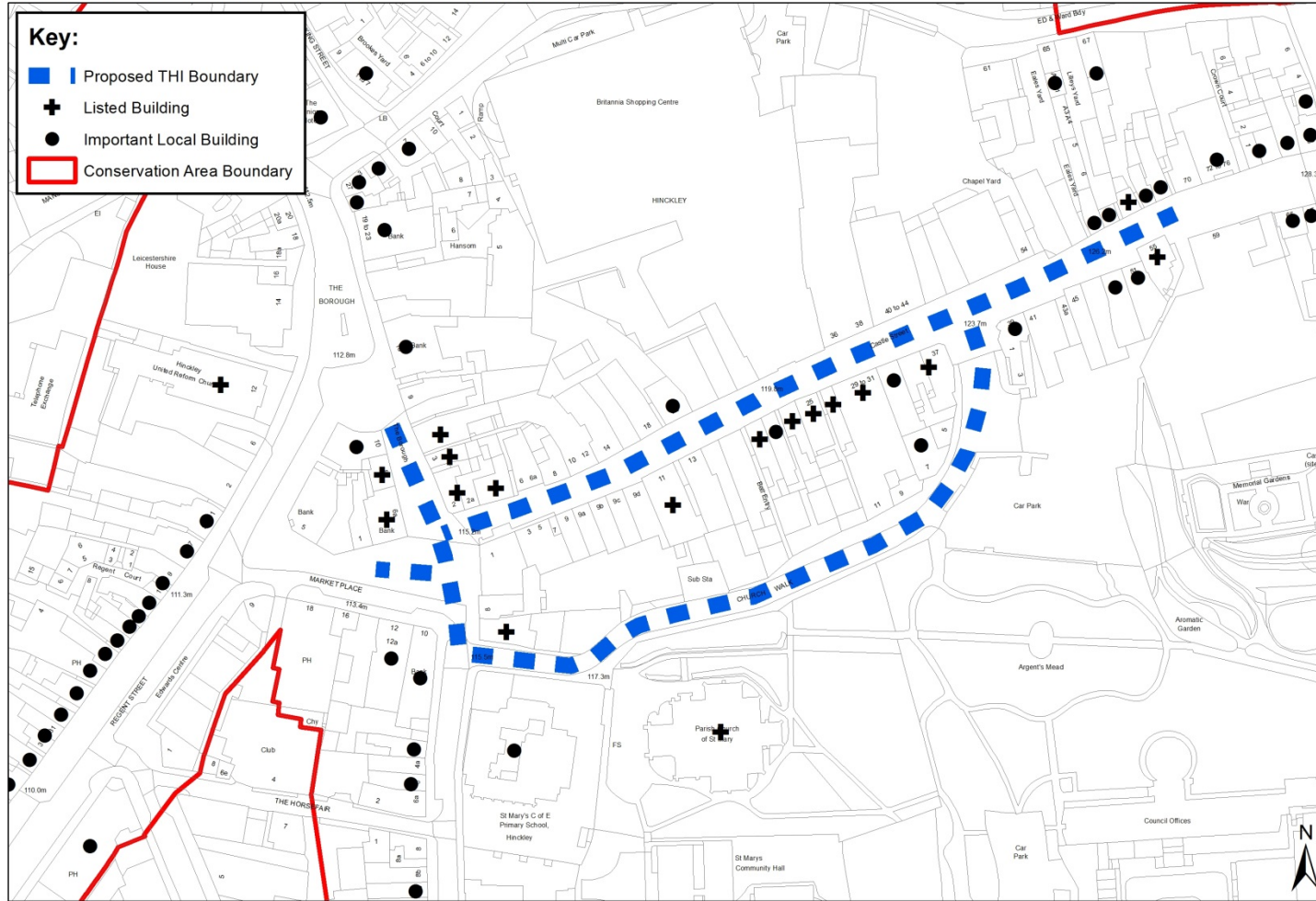
- 14.1 By submitting this report, the report author has taken the following into account:

- Community Safety implications: None directly arising from this report
- Environmental implications: None directly arising from this report
- ICT implications: None directly arising from this report
- Asset Management implications: None directly arising from this report
- Procurement implications: None directly arising from this report
- Human Resources implications: None directly arising from this report
- Planning implications: None directly arising from this report
- Data Protection implications: None directly arising from this report
- Voluntary Sector: None directly arising from this report

Background papers: None
 Contact Officer: Paul Grundy, ext.5671
 Executive Member: Cllr M Surtees

Appendix 1 – Proposed Townscape Heritage scheme area with Hinckley town centre

Hinckley Town Centre Conservation Area - Proposed Townscape Heritage Initiative



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