

 <b>Executive 9<sup>th</sup> March 2016</b>		<b>Agenda Item No.</b>  <b>11</b>
<b>Title</b>	Pump Room Gardens Parks for People project	
<b>For further information about this report please contact</b>	David Anderson X6214 david.anderson@warwickdc.gov.uk	
<b>Wards of the District directly affected</b>	Leamington Clarendon	
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?</b>	No	
<b>Date and meeting when issue was last considered and relevant minute number</b>	Executive 29th July 2015- Pump Room Gardens Parks for People project	
<b>Background Papers</b>		

<b>Contrary to the policy framework:</b>	No
<b>Contrary to the budgetary framework:</b>	No
<b>Key Decision?</b>	Yes
<b>Included within the Forward Plan? (If yes include reference number)</b>	Yes (781)
<b>Equality Impact Assessment Undertaken</b> This was carried out when developing the Pump Room Gardens Activity Plan as part of the project.	Yes

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive	04/02/16	Bill Hunt
Head of Service	04/02/16	Robert Hoof
CMT	22/02/16	
Section 151 Officer	18/02/16	Mike Snow
Monitoring Officer	22/02/16	Andrew Jones
Finance	18/02/16	Mike Snow
Portfolio Holder(s)	04/02/16	Cllr David Shilton
Consultation & Community Engagement		
<p>The Friends of the Pump Room Gardens and Warwickshire County Council have worked in partnership with the Council to form the Pump Room Gardens Project Steering Group and have developed the detailed plans and proposals to restore the Pump Room Gardens. Leamington BID has also been consulted on the proposals.</p> <p>A variety of consultation methods have been used in developing the plans including face to face interviews, discussion groups, formal meetings, workshops, online surveys and questionnaires.</p>		
Final Decision?		Yes
Suggested next steps (if not final decision please set out below)		

## 1. **Summary**

- 1.1 The Council's second round application to the Heritage Lottery Fund (HLF) for restoration work to Pump Room Gardens has been assessed. The HLF has awarded the Council a second round pass and a grant of £995,656 towards the total project cost of £1,455,146, which will enable the Council to proceed with the delivery stage of the project.
- 1.2 To deliver the project the Executive is asked to accept the terms and conditions of the grant award and to authorise the Council to enter into a contract with the HLF.

## 2. **Recommendations**

- 2.1 That Executive agrees to accept the Heritage Lottery Fund (HLF) delivery grant of £995,656 and enters into a formal contract with the HLF on the terms and conditions set out in Appendix A.
- 2.2 That Executive delegates authority to the Head of Neighbourhood Services, in consultation with the Portfolio Holder for Neighbourhood Services, to finalise the contract with HLF.
- 2.3 That, on completion of the contract and receipt of the HLF grant, the funding detailed in section 5.2, is added to the Council's Capital Programme, with the sum 'ring-fenced' to the delivery of the Pump Room Gardens project.

## 3. **Reasons for the Recommendations**

- 3.1 The Heritage Lottery Fund has asked for evidence of the decision (or the decision of the relevant properly constituted committee, executive or authorised officer) authorising acceptance of the terms of grant, together with a statement containing specified information as requested in Appendix A, section 30.
- 3.2 The grant will deliver the Pump Room Gardens Restoration project in line with the costs included in Appendix B and the timetable attached in Appendix C.
- 3.3 The grant will allow the Council to meet its objectives for the Pump Room Gardens and ensure that the community benefit from the heritage and recreational value.
- 3.4 Accepting the grant will eliminate the potential need to repay the HLF's development grant (a maximum of £48,800) which may be required if Warwick District Council decided not to accept the grant award.
- 3.5 The grant will generate over £1.4 million of investment into Warwick district green spaces as detailed in Appendix B.

## 4. **Policy Framework**

- 4.1 The principles of Fit For the Future have been considered in the formation of the proposal.
  - **Services** – Improving or maintaining a range of the services to the community – in this case a restoring a recreational area of the District of historical significance.
  - **Money** – Attracting external funding to restore the Gardens.

- **People** – As detailed in the Activity Plan developing new skills, volunteer opportunities, learning about heritage and more events and activities for people to enjoy and experience.

- 4.2 The provision of high quality parks and open spaces makes a significant contribution to making Warwick District a great place to live, work and visit.
- 4.3 The funding and restoration will help to deliver the Council's Green Space Strategy, which aims to protect and improve the parks and open spaces in the District.

## 5. **Budgetary Framework**

- 5.1 The costs presented in this report are RIBA Stage C project costs and have changed from the previous estimated costs detailed in the Executive 29th July 2015 report. Discussions were had with the HLF regarding additional costs for professional fees, contingency and inflation and as a result the HLF have been prepared to raise the grant requested from £912,200 to £995,656 and this has raised the total project costs to £1,455,146
- 5.2 A breakdown of the project costs and funding for the second round HLF application is as follows:-

### **Costs summary**

Total project costs (£)	£1,455,146
Total partnership funding excluding the grant request (£)	£459,490
HLF Grant (£)	£995,656
Total income including the grant request (£)	£1,455,146
HLF Grant (%)	68

A more detailed breakdown can be seen in Appendix B. This presentation of financial information is in a HLF format which was required when submitting a second round application.

This following schedule excludes all the in-kind funding, and reflects the income and expenditure for the scheme that will be going through the Council's account.

### **REAL CASH COSTS**

Capital costs	£1,062,824.00
Activity plan	£80,800.00
Capital contingency	£71,630.00
Activity Plan contingency	£11,115.00
Capital inflation	£61,397.00
Activity Plan inflation	£9,865.00
Publicity and promotion	£1,000.00
<b>TOTAL</b>	<b>£1,298,631.00</b>

## **REAL CASH INCOME**

WDC capital/s106	£197,975.00
Private trusts/donations	£100,000.00
HLF grant	£995,656.00
Sponsorship	£5,000.00
<b>TOTAL</b>	<b>£1,298,631.00</b>

- 5.3 HLF Parks for People application guidance states that applicants make a contribution towards the project. This is described as 'partnership funding' and it can be made up of cash, volunteer time, non-cash contributions, or a combination of all of these. Some of the partnership funding must be from the organisation's resources. At its meeting of 10th July 2013 the Executive approved £100,000 match funding towards the project and this will not change even though the total expenditure for the project has increased. £20,000 of this match funding was used at the development stage of the project leaving £80,000 available at delivery stage. In addition to this £80,000 a further £117,975 of secured s106 funding has been allocated to the project making WDC total capital contribution of £197,975.
- 5.4 The Friends of The Pump Room Gardens will be contributing £100,000 as match funding towards the project and have been instrumental to the success of second round bid to HLF. They have a successful track record of sourcing funding as can be demonstrated by the Linden Arches project. The £100,000 of match funding will be transferred from the Friends of the Pump Room Gardens to Warwick District Council in early May 2016.
- 5.5 Other listed income to note which has been identified as match funding and is what is defined by the HLF as 'Other public sector' income is a sum of £157,283. This includes the new part time Community Engagement Officers post which is to be absorbed into the current established Community Rangers role, an allocation of WDC officer's time to deliver the project and the landscape and tree works costs which are to be funded through the current grounds maintenance contract and the tree service level agreement. There is no additional funding required to fund this element of the match funding.
- 5.6 The guidance from HLF and the knowledge of other successful second round applications is that match funding should exceed the 10% requirement. Match funding is itemised in Appendix B and currently stands at £459,490. With a total delivery cost of £1,455,146 this represents 32% and significantly exceeds the requirement.
- 5.7 An assessment has been made of any additional revenue maintenance costs arising from the enhancements, and the Council will need to make adequate provision following the delivery of the project. At this stage it is estimated that any additional revenue for grounds maintenance would be small and will be accommodated within existing budgets.

## **6. Risks**

- 6.1 In accordance with good project management practice, a risk register has been set up which is actively managed and updated by the Project Steering Group.
- 6.3 The extensive consultation and engagement carried out has raised a high level of public awareness and support for the project. If the Council does not accept

the grants and its terms, there is a risk that the Council's credibility with both the public and the HLF will be damaged. This may jeopardise future HLF funding requests as well as public confidence in the Council.

- 6.4 If the Council does not accept the grant and its terms, costs for ongoing repairs and maintenance will escalate over the next five years in order to prevent further decline and to ensure the site remains safe to use. Early estimates of repairs to the Gardens infrastructure would be in excess of £250,000 to include footpath and the bandstand repairs. Additional funding would have to be found as current budgets would not accommodate this.

## **7. Alternative Option(s) considered**

- 7.1 The Council could decide not to accept the HLF funding and deal with the significant repairs and maintenance problems facing the Gardens on an ad hoc basis. However given the condition of the Gardens including the bandstand, footpaths and other infrastructure, this is not a feasible option if the Gardens are to be kept open to the public over the longer term. Furthermore, the Council would miss out on the opportunity to secure £995,656 of HLF funding and other external funding.
- 7.2 The Council could deliver a smaller project with no funding from the HLF. This would include doing a basic makeover of the park with all of the capital and on-going revenue costs being met by the Council. This option gives little overall benefit other than to retain the park at its current offer. Again this option would miss the opportunity of external investment. It would however allow the gardens to remain open to the public.

## **8. Background**

The Council and the Friends of the Pump Room Gardens were encouraged to submit a bid for Pump Room Gardens by the HLF following a site visit by the HLF in December 2012.

- 8.1 A first round application was made in December 2013 by Warwick District Council and was developed with the Friends of Pump Room Gardens and Warwickshire County Council, resulting in a development grant award of £48,800. The second round application was submitted in August 2015 and included fully costed designs and plans. The Council were notified in December 2015 on the successful application.
- 8.2 The project, in accordance with the HLF Parks for People criteria will aim to achieve the following outcomes:
- Increase the range of audiences
  - Conserve and improve heritage value
  - Increase the range of volunteers involved in the park
  - Improve skills and knowledge through learning and training
  - Improve management and maintenance
- 8.3 The delivery stage will ensure that the designs are developed beyond the current RIBA Stage C level. The appointment of suitable contractors to deliver the capital works will be procured in line with the Council's and HLF procurement requirements.

- 8.4 Planning and Listed Building consent has been granted for relevant works.
- 8.5 The second round application has generated considerable interest from various organisations and the general public. Twenty two letters of support have been supplied to the HLF as part of the second round application.
- 8.6 The delivery grant from the HLF will fund a dedicated Project Manager and a Landscape Architect. Working with Council officers and the Friends of the Pump Room Gardens (FPRG) the Project Steering Group will be responsible for the delivery of the project.
- 8.7 The Project Steering Group will be made up of the following:
- Paul Baker, Chair of Steering Group (Friends of Pump Room Gardens)  
Archie Pitts, Chair of Friends of Pump Room Gardens  
Jon Holmes, Warwick District Council  
Rebecca Williams, Warwickshire County Council  
Project Manager, to be appointed  
Youth Forum/ Representative, to be appointed  
Community Group leader/representative, to be appointed  
Leamington BID, to be appointed.
- 8.8 The Project Board will be responsible for making key decisions in terms of risk and change and acting as a "sounding board" for issues which arise during the development of the project and will receive regular updates from the Chair of Project Steering Group. It is anticipated that the Board will meet quarterly.
- The Project Board will be made up of the following:
- Portfolio Holder for Neighbourhood Services, Warwick District Council  
Bill Hunt, Warwick District Council  
Robert Hoof, Warwick District Council  
Paul Baker, Chair of Steering Group (Friends of Pump Room Gardens)  
Peter Storrie, Friends of Pump Room Gardens  
Jef Tuyn, Friends of Pump Room Gardens  
Nathaniel Healy, Red Kite Network Limited
- 8.9 A detailed project plan has been developed which sets out the key areas of work that need to be completed, the timing of this work and who is responsible for carrying it out. The key milestones are as follows:-

- Decision from HLF on second round bid - December 2015
- Permission to start received from HLF – April 2016
- Physical start on site - September 2016
- Capital works completed April 2017
- Grand opening August 2017
- Project completion Autumn 2021 (to include events and activities)