

 Executive 29th July 2015		Agenda Item No. 7
Title	Pump Room Gardens Parks for People project	
For further information about this report please contact	David Anderson X6214 david.anderson@warwickdc.gov.uk	
Wards of the District directly affected	Leamington Clarendon	
Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?	No	
Date and meeting when issue was last considered and relevant minute number	Executive 10th July 2013 - Pump Room Gardens Parks for People project	
Background Papers		

Contrary to the policy framework:	No
Contrary to the budgetary framework:	No
Key Decision?	Yes
Included within the Forward Plan? (If yes include reference number)	Yes 718
Equality Impact Assessment Undertaken 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	3 rd July 2015	Bill Hunt
Head of Service	3 rd July 2015	Robert Hoof
CMT	6 th July 2015	
Section 151 Officer	3 rd July 2015	Mike Snow
Monitoring Officer	3 rd July 2015	Andrew Jones
Finance	3 rd July 2015	Mike Snow
Portfolio Holder(s)	2 nd July 2015	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 At its meeting of 10th July 2013 the Executive approved a first round application to the Heritage Lottery Fund (HLF) for funding to restore the Pump Room Gardens. Following this successful application, a development grant was awarded by the HLF. This has been used to progress detailed plans and proposals for the Pump Room Gardens and to develop the Council's second and final round application, which is due to be submitted by 31st August 2015.
- 1.2 The purpose of this report is to update the Executive of the Pump Room Gardens restoration project and seek approval to proceed with a second round Heritage Lottery Fund (HLF) Parks for People bid. The report provides an overview of the project, highlighting the financial implications and the benefits of the project.

2. Recommendations

- 2.1 To approve the Pump Room Gardens project designs and plans. A Pump Room Gardens Masterplan showing the various capital improvements is included Appendix A.
- 2.2 That subject to agreeing recommendation 2.1, Executive authorise the Head of Neighbourhood Services, in consultation with the Neighbourhood Services Portfolio Holder, to finalise the details to the project designs and plans between now and the submission date; and
- 2.3 To approve a submission for a second round Heritage Lottery Fund (HLF) Parks for People bid to be submitted by 31st August 2015.

3. Reasons for the Recommendations

- 3.1 The Friends of the Pump Room Gardens have worked in partnership with Warwick District Council and Warwickshire County Council to develop the detailed plans and proposals for restoring the Pump Room Gardens, with its members sitting on the Pump Room Gardens Project Steering Group and also the Pump Room Gardens Project Board.
- 3.2 The detailed plans and proposals have been informed by a robust evidence base. This has included extensive public consultation and engagement feedback, historical research, and a full range of site specific surveys, such as topographical, ecological and arboricultural surveys. They have been informed by the HLF guidance on developing designs and plans.
- 3.3 The information gathered has been used to develop the following plans which are needed to support the Council's second round bid application, and which will be used in the future management and maintenance of Pump Room Gardens:
 - Master plan drawings prepared to Royal Institute for Built Architecture (RIBA) Stage D.
 - Conservation Management Plan setting out the significant heritage elements and how conservation issues will be addressed.
 - Ten year costed Management and Maintenance Plan setting out how the gardens will be managed and maintained to a high standard once the improvement works have been carried out.
 - Activity Plan setting out detailed proposals to increase the range of users, volunteers and learning opportunities.

- Cost Plan setting out the detailed estimates to deliver the master plan proposals.

- 3.4 The majority of the designs and plans have been completed though there are further refinements required to complete the documents to support the application.
- 3.5 Due to the unique nature of the Pump Room Gardens, significant funding is required to bring it up to the standard expected for an English Heritage Grade II listed Garden. The survey work has identified significant issues with the bandstand, footpaths, drainage, landscaping and other infrastructure.
- 3.6 The HLF Parks for People fund provides the opportunity for major capital investment into the Pump Room Gardens to conserve and restore the heritage features within it, while broadening the range and number of activities. If the Council is successful in a second round bid then the total grant available from the HLF is estimated to be £912,200 in addition to the match funding proposed, totalling £1,327,750.
- 3.7 The Pump Room Gardens restoration project is well suited to the aims of the Heritage Lottery Fund 'Parks for People' programme and its required outcomes.
- 3.8 The Council has reported regularly to the HLF throughout the development phase to ensure the proposals continue to meet HLF outcomes. On 27th April 2015, the Project Steering Group formally presented the detailed plans and proposals to the HLF as part of a review process. The proposals were well received with only a few minor changes have had to be made to the plans to satisfy the HLF. This has allowed the Council to proceed to the next stage of the development process.

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. They are still subject to approval from HLF and may change (albeit non-materially) in the coming weeks as the Stage D designs are finalised following discussions with HLF and the Project Steering Group. This will not change Warwick District Council match funding contribution of £100,000.

- 5.2 A breakdown of the project costs and funding for the second round HLF application is as follows:-

Expenditure

Capital (7d - £1,074,438)

Activity (7e - £146,384)

Other (7f - £106,928)

TOTAL £1,327,750

Income

Income (7g - £415,550)

HLF Grant £912,200

TOTAL £1,327,750

A more detailed breakdown can be seen in Appendix B

- 5.3 The total expenditure for the project has increased from £1,178,894 in the first round to £1,327,750 in the second round. This was not unexpected considering the first round bid is based on estimates and is without the robust evidence of surveys, professional expertise and consultation.
- 5.4 As a result further external funding has been sourced to fund the project by using developer contributions from a number of s106 agreements and those that relate to the Pump Room Gardens. As a result a further £49,999 has been identified and will be used as match funding towards the project.
- 5.5 At the same time the Council will be applying for a larger HLF grant of £912,200 compared to £852,200 in the first round. This has been discussed with the HLF at length and is seen as acceptable increase and can be justified.
- 5.6 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.
- 5.7 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 £415,550. With a total delivery cost of £1,327,750 this represents 31% and exceeds the requirement.
- 5.8 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 could 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.

- 6.2 The bid process is competitive and the Council will be competing against other local authorities for the funding. There are no guarantees that this will be a successful second round application.
- 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 support the submission of a second round bid, 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 support the submission of a second round bid or if the bid is unsuccessful, 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 to stop the project and not apply to HLF for 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 £912,200 of HLF and other external funding.
- 7.2 The Council could deliver a smaller project with no bid to 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

- 8.1 A development grant from the HLF has funded a dedicated Project Manager, Landscape Architect and an Activity Planner, all of whom were appointed in September 2014. Working with Council officers and the Friends of the Pump Room Gardens (FPRG) the Project Steering Group have been responsible for the management of the project, developing plans and preparation of the bid. The group has carried out extensive consultation and engagement work with park users, visitors and other stakeholders in developing the plans.
- 8.3 The Project Board have had a watching brief throughout the project. They have been updated on a regular basis and consulted on the detailed plans and proposals prior to public consultation.
- 8.4 The membership of the both the Pump Room Gardens Project Steering Group and Pump Room Gardens Project Board is as follows;

Project Steering Group Membership

Paul Baker, Chair of Steering Group (Friends of Pump Room Gardens)
Archie Pitts, Chair of Friends of Pump Room Gardens
Peter Storrie, Friends of Pump Room Gardens
Dave Anderson, Warwick District Council
Nathaniel Healy, Red Kite Network Limited
Howard Price, Ashmead Price
Allan Randall, Focused Learning
Sarah Douglas, Red Kite Environmental
Rebecca Williams, Warwickshire County Council

Project Board Membership

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

8.4 Project Timetable

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:-

- Approval by Executive to submit a second round bid – 29th July 2015
- Second round bid submitted to HLF - August 2015
- Decision from HLF on second round bid - December 2015
- Permission to start received from HLF – January / February 2016
- Physical start on site - September 2016
- Capital works completed July 2017
- Grand opening August 2017
- Project completion autumn 2017