

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF PLANNING	PLANNING COMMITTEE	8 JUNE 2022	4
KIRKHAM FUTURES PROGRAMME UPDATE			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

This report provides an update with regards to progress on the Kirkham Futures Programme and shares the discussion notes of the Kirkham Futures Steering Group meetings. The Terms of Reference which were agreed at the April meeting of the Steering Group are also attached for review.

Members are reminded that the Kirkham Futures Programme is funded through the High Street Heritage Action Zone Funding (HAZ) and FHSF funding and runs from April 2020 to March 2024. The programme has entered the final two years of delivery and spend and progress to date on the individual projects is included within the main body of the report.

RECOMMENDATIONS

1. To approve the Terms of Reference of the Kirkham Futures Steering Group.
2. To note the progress with the delivery of the programme.
3. To note the award of exempt contracts.

SUMMARY OF PREVIOUS DECISIONS

Planning Committee - 23 June 2021

Following consideration of this matter, it was RESOLVED:

1. To note the spend to date on delivery of the High Street Heritage Action Zone programme of £123,000 (2020/21) & £73,000 (2021/22) which has been undertaken in line with emergency powers.
2. To approve the further draw-down of £917,802 in respect of Kirkham Heritage Action Zone which is included within the approved Capital Programme for 2021/22 and further reports will follow requesting drawdown from 2022/23 onwards.
3. To note that a further report will be presented to Finance & Democracy Committee at the next cycle of meetings to request approval of a fully funded capital funded budget increase of £80,000 to this scheme phased as detailed (£35,000 2021/22; £35,000 2022/23 and £10,000 2023/24) and that subject to this decision committee authorise the draw-down of £35,000 of this additional grant during 2021/22 to deliver the cultural programme.
4. That Councillor Liz Oades be nominated to Chair the Council's Kirkham Futures Steering Group that will oversee the delivery of the HS HAZ and FHSF programmes.

5. To authorise officers to establish a Kirkham Futures Community Project Board, consisting of representatives of the local community, key stakeholders, and delivery partners to act as a vehicle to engage with the local community during the development and delivery of the HS HAZ programme.

Planning Committee - 1 December 2021 - approved at Council on 6 December 2021

1. The Chief Executive recommends that the Council approves the acquisition of the property known as Hillside, 48, Preston Street, Kirkham, subject to the resolution of further negotiations with the owner to agree a purchase price as set out in the report, to be funded from the Future High Street Fund grant award, and to commence repair and conversion works to secure a sustainable future use as outlined in the report using High Street Heritage Action Zone Funding.
2. The Chief Executive recommends that the Council approves the acquisition of the freehold interest of the parcel of land to the rear of 46, Preston Street (The Stables), Kirkham, for a purchase price set out in the report to be funded from the Future High Street Fund grant award to allow the delivery of a comprehensive development of the building and grounds of Hillside.
3. The Chief Executive recommends that the Council approves the acquisition of the freehold interest of the property known as the former girls school/TSB bank 52 - 64, Poulton Street, Kirkham for a purchase price set out in the report and authorise officers to seek a potential restaurant / community tenant to take on a 7-year lease (insurance, utilities, internal repairs etc. including fit out will be met by the tenant), all costs being met from the Future High Street Fund grant award.
4. Subject to Council approval, to authorise the capital expenditure draw down as detailed within Tables 2 and 5 in the body of the report. The grant to fund this is broken down from the Future High Street Fund and the High Street Heritage Action Zone as detailed in the report.
5. To recommend that Full Council underwrite any additional costs to the project arising from the repair or rebuild of the retaining wall bounding Hillside (as estimated in the report) that cannot be met from the approved funding for this scheme (as detailed in Table 2), to be funded from the Funding Volatility Reserve, if required.
6. That the Head of Planning and Housing be requested to present a further report to members with all future options for the future use of Hillside, 48 Preston Street, Kirkham in order that the revenue cost implications of each associated proposal can be fully considered together with an outline of revenue costs which could fall to the council with respect to the former girls school/TSB bank 52-64 Poulton Street if no commercial end-user is immediately found following its acquisition and refurbishment and in any event to update the committee on developments with Kirkham Futures at each Planning Policy Committee.

CORPORATE PRIORITIES

Economy – To create a vibrant and healthy economy	✓
Environment – To deliver services customers expect	✓
Efficiency – By spending money in the most efficient way	✓
Tourism – To create a great place to live and visit	✓

REPORT

Kirkham Heritage & Eco Skills Resource Centre, Hillside, 48 Preston Street Kirkham

1. On 1 December 2021, the council approved the acquisition of Grade II Listed former Hillside restaurant at 48 Preston Street, Kirkham. The acquisition was to be funded from the Future High Street Fund grant award and would enable the commencement of repair and conversion works funded through both HAZ and FHSF to secure a sustainable future use for the building.
2. Subsequently in March 2022, the council acquired the property with the key objective identified in the original business case of establishing it as a specialised centre to provide training in heritage and eco skills, amongst

other services. The original business case, including the end user(s) for the building will form part of the Mid-Term Review, covered later in the report.

3. It was recognised prior to acquisition that Hillside was in a poor state of repair and the building was at risk. HAZ funding is in place to carry out emergency repairs to the external fabric of the building and JubbClews chartered surveyors, based in Lancashire, have been appointed to oversee the external works required with contractors Heritage Property Repairs Northwest engaged to carry out the initial emergency works to secure the building and restore original lost or damaged historical features and prevent further damage to the building.
4. Scaffolding designs are in progress with external works expected to begin in the coming months.
5. Options for the future use of Hillside continue to be explored in order that the revenue cost implications of each associated proposal can be fully considered together with an outline of revenue costs which could fall to the council.

Former Girls Charity School 52 – 64 Poulton Street, Kirkham

6. On 1st December 2021, the council also approved the acquisition of the freehold interest of the property known as the former girls school/TSB bank 52 - 64, Poulton Street, Kirkham and authorised officers to seek a potential restaurant / community tenant to take on a 7-year lease.
7. Subsequently the property was acquired by Fylde Council in April 2022 and works are now ongoing to appoint a scheme architect to support the Council to develop the property, with all costs being met from the Future High Street Fund grant award and to then seek a potential restaurant / community tenant to take on a suitable lease.

Kirkham Shopfront/Property Improvement Scheme

8. Progress on the Kirkham Shopfront/Property Improvement Scheme began in earnest in November 2021 with the appointment of the Design Team consisting of North West Design Collective (NWDC), Joseph Boniface Architects and DC & MG associates, to assist with the process of drawing up plans for individual projects, submitting applications for all the necessary consents required for the individual schemes and preparing the tender paperwork for each individual project.
9. Following the appointment of the design team applications were invited from businesses and landlords, within the defined HAZ and FHSF areas of Kirkham Town Centre, who wished to apply to the scheme for funding towards property/shopfront improvements. Demand was high with over twenty-five applications received across both the FHSF and HAZ schemes and the application process has since been closed to new applications.
10. Of these initial applications six projects have now been sent out to tender and have all now been returned for consideration.
11. At the most recent meeting of the Kirkham Futures Steering Group held on 12 May 2022 members of the group agreed that an 80% grant intervention rate be applied to eligible schemes with an estimated total of up to twelve projects expected to be supported through the remaining two years of the HAZ funded scheme and a total of up to fifteen projects within the FHSF funded scheme.
12. Three of the six projects initially sent out to tender have now received grant offers with a deadline of 30th May for acceptance of these offers. The expected start date on site for the initial six projects, if accepted, is July/August 2022 subject to all the necessary consents having been obtained and all paperwork being in place.

Kirkgate Centre

13. Members will recall that through Future High Street funding (FHSF) the Council had originally proposed to acquire and repurpose the Kirkgate Centre to create an alternative and sustainable use, in particular to see a scheme that would see the first and second floors converted to residential use to provide 22 two bed affordable apartments whilst the ground floor would be retained for active retail uses.
14. Unfortunately, despite ongoing conversations with several potential private sector providers and housing associations it has not been possible to secure a scheme at the Kirkgate Centre due to it not being viable for partner organisations engaged.

15. Senior officers have been in discussion with the Department for the Levelling Up, Housing and Communities around the possibility of reallocating/redistributing the funding to existing ongoing projects within the Kirkham FHSF. Four potential options had been identified and proposed to the funder for redistribution of the funding and these options were also presented to the Kirkham Futures Steering Group meeting on 12 May 2022. Subject to the funder's approval members of the Kirkham Futures Steering Group agreed that the priority for the redistributed funding should be to progress phase one and two of the public realm works which would subsequently benefit everyone in the community and town centre and that an additional amount also be allocated to the Former Girls Charity School, 52-64 Poulton Street, Kirkham to account for the substantial increase in material and labour costs in relation to this scheme.

Public Realm

16. The phase one scheme has been designed and has the benefit of planning permission, however the key issue that remains is that the tenders for the phase one works have come in considerably over the budget allocation.
17. A Lancashire County Council (LCC) grant (Lancashire Economic Recovery Fund) has now been agreed in principle by LCC's Cabinet and is anticipated to contribute funding towards phase one and two of the public realm scheme for Kirkham and also to the Hillside project. A business plan had been submitted to LCC to enable the Council to draw down the funding agreed at the earliest opportunity.
18. Once concluded it is the intention to bring a report to committee to seek to add this additional funding to the Capital programme at the earliest opportunity. LCC have requested additional information following receipt of the business plan.
19. If agreed by the funder, reallocated funding from the Kirkgate scheme would be moved to the public realm scheme to enable works on phase one to progress in 2022 with phase two moving into the design phase. Anticipated start dates for the phase one public realm scheme at this stage remain nebulous until the funding is secured from LCC and confirmation of the reallocation of the Kirkgate funding is confirmed. The public realm scheme is also supported financially through HAZ, FHSF and section 106 funding.

Health and Wellbeing 2020-2024

20. Under the HAZ a Heritage & Well-being Consortium has been formed which brings together key partners who are in the process of running an exciting, innovative 4 year (2020-2024) programme of culture, heritage & well-being activities and interventions.
21. Already, the project has engaged many people in heritage themed activities in Kirkham.
22. In 2022-2024 the WREN Primary Care Network in partnership with Fylde Council and Historic England are expanding the provision of personalised care opportunities to the local population of Kirkham. As part of ongoing activity through Historic England's Heritage Action Zones Cultural Programme.
23. A dedicated Local Heritage Health and Wellbeing Coach will be appointed for the remaining 18 months of the HAZ project to work with patients to refer them into the Kirkham Heritage, Health and Wellbeing programme via social prescribing that will support health priorities within Kirkham. As a health and wellbeing coach they will provide coaching, support and opportunities for patients to manage their own physical and mental health through engagement with, and access to, interesting heritage-based activities across the Kirkham area.
24. This a very exciting pilot project that will make access to local heritage a fundamental part of improving the way patients can support and manage their own physical and mental health and well-being for the future.

HAZ Cultural Consortium 2020-2024

25. A number of projects have been ongoing through the Cultural Consortium for year one and two of the HAZ funded programme. The programme for years three and four of the projects is currently being finalised.

Year one and two delivery to date includes:

- a. **Investigation of Roman Kirkham** – Significant preliminary work has been carried out to look at the potential for a community dig in Kirkham. Evidence gathered in 2021 suggests that this would be possible. The cultural consortium is now in the process of seeking commitment from various partners to ensure the project is both feasible and the will exists to drive it forward. The project will provide

significant engagement opportunities, promote Kirkham's unique heritage, and result in the creation of a pop-up museum, interpretation, and artwork. The plan is for a community dig to be carried out in 2022, with the resulting artwork and museum being delivered in 2023.

- b. **The Haunting of Kirkham** – This project was developed by the consortium to focus on the listed buildings on the high street, in particular the Charity Girls School and Hillside House, both planned to become important cultural assets to the town as part of the Future High Street plan. The first as a restaurant/community cinema and the second as a Heritage Skills and Eco centre. Artists Elizabeth Chapman and Dustin Lyons proposed an animation project that would bring alive the heritage of buildings and engage the community.

To raise the profile and engage the community a Spooky Heritage Halloween event was planned, that included engagement with schools and a day centre. It proved popular despite the poor weather, installations were installed at specific connected to listed buildings, animating the high street. Organisations and individuals who had previously not engaged requested to participate in further projects and the consortium.

- c. **Kirkham with Love** - This project proposal focuses on the story of Hillside House and the Birley family, a family that had significant impact on Kirkham and the growth of the textile industry locally. Hillside House has an interesting story that is very much at the heart of the community as it became a restaurant and a nightclub, hosting many celebrations such as weddings, birthdays, and anniversaries. This proposal is centred around telling the story of the building and the love affair of the town, gathering stories of the place through time and the connection that exist. Telling its story and those of several other buildings of the high street, through animation, performance, and storytelling.

A proposal is taking place between January 2022 – April/May 2022 which includes a high-quality programme of engagement. Heritage information/research on all the listed buildings on the high street has been commissioned as source material for artists. An illustrator will be commissioned to draw the buildings concerned.

- d. **K for Kirkham** – A project concerned with the development of merchandising for the town. Individuals will be asked to celebrate one or more elements of Kirkham's heritage by using a blank letter K and decorating it with an image or a collage of images. All designs will be exhibited on the high street and the winning design will be used to create merchandising
- e. **Platinum Jubilee Celebrations** – Free drop-in workshops will be available in Kirkham Town Centre and at Kirkham united reformed church to invite families to have fun making 'Kirk'ums & Wes'ums 'clay figures that will form a procession in royal boxes in May/June at participating businesses on Kirkham and Wesham high streets.

Free art materials will also be distributed to enable the creation of crowns to install in windows in Kirkham and Wesham to create a jubilee window art trail and from 1st June a display of jubilee celebrations that have taken place over many years in Kirkham will go on display at Kirkham library until 30th June.

- f. **Going Out Project** - This project will utilise the performing arts, singing, dancing, drama and spoken word, as appropriate delivering a high-quality engagement programme. The main aim is to capture individual memories, stories of Going Out in Kirkham, when individuals celebrated, socialised and frequented dance halls, pubs, night clubs and the local cinema.

The Going out Project will look at social / leisure activities in Kirkham from war time until the 1980's and will include assisting with the development of four events, one in the middle of the day and three evening events, one of which will be planned as a celebratory event, showcasing the work.

A number of events are planned or have already happened throughout April & May 2022 including Pop Up Discos in Kirkham Town Centre with the first event focusing on the 1960's & 1970s and the second event focusing on the 1980's & 1990's. Big Nights Out will also be happening again focusing on the 1960's, 1970s, 1980's & 1990's with a final Celebration Event planned for the 25th June. The work of the cultural consortium has been very well received and has provided a very positive outcome for the first two years of the Kirkham Futures project.

Programme Mid Term Review

26. In addition to the continued delivery of each of the projects within the Kirkham Futures programme, Growth Lancashire has been commissioned by Fylde Council to undertake a Mid Term Review of the programme, with specific emphasis on highlighting the achievements and challenges the programme has faced to date. The review will also seek to understand the opportunities and aspirations identified within the original business plan for the Hillside project, with a view to forming a revised opinion on the potential end use(s) of the Heritage and Eco Skills centre.

Award of exempt contracts

27. During the course of the last 3 months, two contracts have been awarded using the qualified informal procedure, because other procedures could not practicably be followed. In both instances the Chief Executive certified that the need for the goods materials or works was urgent. The Head of Planning has also been satisfied that the arrangements made secure the best available terms to the Council commensurate with the contract risk and value and provide adequate protection against fraud and collusion. The details of the award of both these contracts are set out below:

Former Girls Charity School, 52 -64 Poulton Street, Kirkham - Following the recent acquisition of the Former Girls Charity School 52-64 Poulton Street, Kirkham we are now in a position to begin works on the property as per the original Future High Street Fund proposals. With less than two years to run on the four year FHSF programme, it is now with renewed urgency that there is a need to secure the supply of consultancy services to ensure that the project is able to complete on time and secure the full funding allocated to the project within the remaining two years. As a result, the Chief Executive authorised a consultancy services contract in connection with the proposed conversion of 52-54 Poulton Street Kirkham as an exempt contract under the contract procedure rules.

This will run for the remaining two years of the project and was awarded to DC & MG Associates.

Kirkham Heritage & Eco Skills Resource Centre, Hillside, 48 Preston Street Kirkham , Urgent repairs to Flank Wall – Following the recent acquisition of Hillside, 48 Preston Street, Kirkham a schedule of urgent works was prepared by JubbClews, the scheme's retained chartered historic building surveyors, in order to prepare for emergency works to be carried out to prevent further deterioration of the external fabric of the building, which will be the first step in the plans to repurpose the building.

With funding potentially at risk the Chief Executive authorised the award of a contract for specialist building services in connection with the emergency repairs which were required. This was dealt with as an exempt item under the exempt contract procedure rules and as a result the contract was awarded to Lancashire based Heritage Property Repairs Ltd for a period of approximately 12 weeks.

Future Reporting Arrangements

28. It is the intention that an update on the Kirkham Futures Project will be provided to committee on a quarterly basis in line with existing reporting commitments already in place for HAZ and FHSF.

IMPLICATIONS	
Finance	No implications arising from this report
Legal	No implications arising from this report
Community Safety	No implications arising from this report
Human Rights and Equalities	No implications arising from this report
Sustainability and Environmental Impact	No implications arising from this report
Health & Safety and Risk Management	No implications arising from this report

LEAD AUTHOR	CONTACT DETAILS	DATE
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BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
N/A		

Attached documents

Appendix 1 – Steering Group Terms of Reference.

Appendix 2 - Kirkham Futures Steering Group meeting notes 12 April 2022

Appendix 3 - Kirkham Futures Steering Group meeting notes 12 May 2022

Appendix 1

Kirkham Futures Project Board - Terms of reference

Terms of Reference to be agreed by Planning Committee.

Role and Function

The Project Board is established to provide an assurance and formal governance structure for the delivery of the High Street Heritage Action Zone (HS HAZ) and Future High Street Fund Programmes for Kirkham, jointly referred to as “Kirkham Futures”.

Responsibility for the day-to-day delivery of the Kirkham Futures Programme is delegated to the Executive Sponsor in consultation with the Project Board (currently the Deputy Chief Executive, to be replaced by the Head of Regeneration and Projects when in post).

The project board will:

- *Provide governing steer, direction, oversight and assurance during the lifetime of the project*
- *Consider and approve (or reject) proposed change requests to the project’s boundaries (e.g. scope, timeframe, cost).*
- *Assess high impact risk, issues, assumptions and dependencies that threaten the success of the project and its set boundaries (e.g. scope, timeframe, cost).*
- *Escalate high impact risk, issues, assumptions and dependencies to the Planning Committee where appropriate.*
- *Remove any barriers to resolution of issues, assumptions and dependencies and mitigation of risks that fall outside of the programme manager’s control.*
- *Ensure the project’s communication strategy is fulfilled and remove any barriers to communication that fall outside of the programme manager’s control.*
- *Increase the visibility of the project and ensure that it is fully supported at Leadership Board and Senior Management Team.*
- *Ensure the viability of the business case/justification remains valid through the lifetime of the project.*
- *Reduce, and avoid where possible, delays decision-making particularly if they threaten the project’s planned timeframes and ultimately its agreed target implementation date.*
- *Ensure that the project is suitably prioritised within the Council’s strategic plans and its departments’ work schedules, in order for the project to achieve its planned target implementation.*

Membership

The Project Board comprises officers from the teams identified below together with the elected representatives:

- Fylde Council Management Team representative
- Finance Service
- Legal Services
- Planning Service
- Regeneration Service
- Technical Services

The Planning Committee has nominated Councillors Karen Buckley and Elizabeth Oades as the member representatives on the group.

The Chairman and Vice-Chairman of the Working Group will be the elected members nominated to the Project Board.

Meetings

Administrative support will be provided by the Governance Team and meeting will usually take place monthly unless otherwise agreed by the Board.

The Project Board may invite other council officers or members, or representatives of outside organisations, to attend meetings, where this would assist with the delivery of the various projects.

The Programme Manager, supported by the Technical Officer, will be the secretary to the Project Board. The Programme Manager will also fulfil the following duties.

- *Compilation of the agenda in consultation with the Chairman of the Project Board*
- *Ensuring that minutes are recorded for each meeting, detailing any actions to be undertaken*
- *Advising the Project Board on exceptions to project boundaries set out in the Project Brief (accounting for any subsequent change controls)*
- *Presenting high impact risks, issues, assumptions and dependencies to the Board for assessment, decision*