

DECISION ITEM

| REPORT OF | MEETING | DATE | ITEM NO |
|-------------------------------------|--------------------|--------------|---------|
| DEVELOPMENT SERVICES DIRECTORATE | PLANNING COMMITTEE | 23 JUNE 2021 | 6 |
| KIRKHAM HERITAGE ACTION ZONE | | | |

PUBLIC ITEM

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

SUMMARY

The report sets out the details of the High Street Heritage Action Zone (HS HAZ) funding that was awarded to Fylde Council in April 2020, including progress on delivery of the project to date and seeks approval for further works to be carried out during the remainder of the financial year. The HS HAZ funds are administered via Historic England, who require the budget to be spent in accordance with a programme that has been approved by them as part of the grant award agreement. Accordingly, the work to deliver the HS HAZ project needs to be carried out in accordance with strict timetables and this has necessitated the use of emergency powers to ensure work can be delivered in line with the approved timetable.

In total, the HS HAZ grant award was £1.791m, S106 Contributions total £460k, Private Sector contributions £720k, Kirkham Town Council contribution of £150k and Fylde Council contribution of £150k funded from the Capital Investment Reserve. This gives a total scheme value of £3.271m, which is currently in the approved Capital Programme and was approved at Council on 4th March 2021. (2020/21 – £300k, 2021/22 - £1.327m, 2022/23 - £1.032m and 2023/24 – £612k). Any further changes that may be required to any future funding arrangements over the life of the scheme will be reflected in future updates of the Medium Term Financial Strategy.

In addition to the HS HAZ award, a separate grant of £80,000 was awarded by Historic England to establish a Cultural Programme and this will need to be added to the capital programme as a funded budget increase and approved by the Finance & Democracy Committee.

A report relating to the award of the Future High Street Fund is also on this agenda for consideration.

RECOMMENDATIONS

1. That members 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. That members 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. 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 members nominate a member of the Planning Committee to chair the Council's Kirkham Futures

steering group that will oversee the delivery of the HS HAZ and FHSF programmes.

5. That officers be authorised 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.

SUMMARY OF PREVIOUS DECISIONS

On 11 March 2021, the Chief Executive, in consultation with the Chairman of the Planning Committee and Leader of the Council, authorised the use of emergency powers to award contracts for the delivery of the HS HAZ fund in accordance with the approved grant award scheme.

On 4 March 2021, Budget Council approved an updated 5 year Capital Programme which included £3.271m commitment to deliver the Kirkham Heritage Action Zone spread over 4 years as follows: £300,00 (2020/21); £1,327,000 (2021/22); £1,032,000 (2022/23); and £612,000 (2023/24).

On 3 June 2020, Planning Committee resolved:

1. That Committee approves the detailed approach to the development of the final business case for the Future High Street Fund Business Case to be submitted to the Ministry of Housing, Communities and Local Government. Officers will subsequently inform Committee of the outcome from which point further reports as appropriate, will be submitted to Committee highlighting the details and refined proposals for the future implementation and implications of the scheme. The scheme as submitted will also form part of a longer-term regeneration strategy for the town centre, to be fully developed and again brought forward for consideration by Committee.
2. That Committee agree to the recruitment of a Project Officer to assist with the delivery of the HAZ subject to confirmation of the grant award from Historic England. The post will be fully funded by the Historic England grant and associated match funding as previously agreed by Committee.

On 13 November 2019, Planning Committee resolved:

1. To approve the broad approach to the development of the Future High Street Fund Business Case (as set out in appendix 1 of the report), which will also form part of a longer term regeneration strategy for the town centre, to be developed with full details of individual components of the scheme to be brought forward to Committee for consideration as appropriate in due course.
2. To agree and adopt the Future High Street Consultants Brief for the purposes of engaging the appropriate consultants and as a basis for the outcomes directly inputting into the detailed business case. (as set out in Appendix 2 of the report)
3. To approve the approach as set out in the report for the compilation of the Heritage Action Zone Programme subject to the detailed proposals being brought forward in due course, as appropriate
4. To agree to the formation of a Project Board to assist in the delivery of the initiatives should they be successful and that the matter of member inclusion be considered in due course.
5. To approve a request to the Finance and Democracy Committee for an addition to the Capital Programme in the total sum of £150,000 (£75,000 in 2019/20 and £75,000 in 2020/21) in respect of the Kirkham Future High Street Fund Scheme, to be met in full by a central government grant for this purpose (The initial £75,000 has been confirmed, with the second allocation of £75,000 expected to be confirmed in early 2020. If the second allocation is not granted the value of the capital scheme will be reduced to the value of the initial allocation, such that only expenditure that will be met by the total grant allocation will be committed).
6. That, subject to approval by the Finance and Democracy Committee of 5 above, the Committee authorises the use of the grant received by the Ministry of Housing, Communities and Local Government (or as subsequently agreed) for the purposes of commissioning the appropriate consultants to assist with the preparation of the fully development Business Case in respect of the Future High street Fund bid for Kirkham
7. To authorise appropriate arrangements be made for a committee bus tour of the 3 town centres of Kirkham, Lytham and St Annes in the New Year.

| 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

BACKGROUND

1. The High Street Heritage Action Zone initiative seeks to create economic growth and improve quality of life in places through working with local people and partners to breathe new life into old places that are rich in heritage. The council's bid to secure this funding to help revitalise Kirkham Town Centre was successful, and the funding has been included in the council's capital programme.
2. There is very little flexibility in the spend of the grant award as Historic England are required to administer the fund in line with pre-agreed submissions. Any failure to use the money in accordance with the grant agreement will result in the funds being lost. It is, therefore, essential that the funding is made available in line with the approved programme.
3. To ensure that the funding in the early part of the programme was not put at risk, emergency powers were utilised in order to let a number of contracts and members are requested to note the contracts that have been awarded to date. This was agreed at the time by the CEO as an emergency decision in consultation with the Chairman of Planning Committee and Leader in accordance with the constitution.

THE PROJECTS

4. The overall HS HAZ programme is composed of a series of individual projects which are set out below.

Project 1 – Project Officer

5. The administration of this grant and successful delivery of a project of this scale requires a dedicated project manager. Accordingly, the bid included provision for the appointment of a project manager for the duration of the project (4 years) with funding of the role being split between Fylde Council and Historic England. The post was advertised and filled following interview.

Project 2 – Heritage Assessment Work

6. A Conservation Area Appraisal (CAA) and CAA Management Plan will be required to ensure that each project is delivered in a manner that preserves or enhances the character of the conservation area. A Conservation Area Appraisal is an assessment of the current condition of the built environment and character of the Conservation Area and along with the management plan will be used in considering development and planning matters and will inform decisions about managing the environment of the area, for the duration of the project and beyond. This work is largely to be completed by the Regeneration and Urban Design team.

Project 3 – Shopfront Enhancements

7. A key part of the project will see the improvement of shop fronts along the high street, many of which have been the subject of unsympathetic alterations in the past. It is proposed that this work will be extended outside the area of the conservation area under the FHSF project to deliver a comprehensive programme of works to restore and repair historic shopfronts. This aspect of the programme includes producing a design guide that will ensure that individual shopfronts are designed to a suitable standard. Individual shop owners will then be offered grant funding to design and install new shopfronts that are in keeping with the character of the conservation area.

Project 4 – Public Realm

8. Historically, the main focus of town centre has been around the Market Square. This project seeks to improve the public realm of the Market Square and the adjacent parts of Poulton St and Preston St. Once designed, the project would be implemented to deliver an improved area that is available for markets and other events.
9. Following a tender exercise carried out in accordance with the Council's tendering procedure, a contract to design the public realm works was awarded to The Paul Hogarth Company Ltd utilising emergency powers.

Project 5 – Hillside Heritage and Eco Skills Centre

10. The restoration and repair of the Grade II Listed Hillside Building and its conversion to a functioning heritage & eco skills training and resource centre forms a major part of the proposal. The Hillside site is currently overgrown and in a state of disrepair internally having been empty for several years. The site needs to be cleared and the building stripped of later additions that were added when the building was in use as a nightclub and restaurant so work can commence on restoring it to its former Georgian glory. This active repair project will provide specialist training for traditional building skills and crafts under the tutelage of experienced craftsmen and women and create new work, social and exhibition spaces, including overnight accommodation for students.
11. It is proposed that the building will be purchased using FHSF monies and repurposed for as a skills centre. In addition to reusing the existing building, it is proposed to construct a state of the art, zero carbon, Global model [Earthship](#) that will provide additional space for heritage and eco training skills plus sustainable/self-build; off-grid/low-impact living skills and environmental education. It is envisaged that the centre will attract students from across the country and allow people to stay overnight in the Earthship. Conceptual design & feasibility study and the full options appraisal and business planning/further design stages are now underway.

Project 6 – Heritage and Wellbeing

12. This project explores the relationship between wellbeing and the historic environment. Working with the Blackpool, Fylde & Wyre NHS CCG, Lancashire County Council and local GP's, together with Historic England's Head of Wellbeing and Inclusion Strategy, it is proposed to embark upon a programme of activities to improve the health & well-being of Kirkham people through heritage based activities. This work will involve designing a social prescribing programme with partners and patients and seeking to help them with specific activities & interventions such as, for example, local history research groups, handling historical objects on loan from museums, oral history & reminiscence, heritage skills, heritage cookery, etc. In order to deliver the year 1 proposal, specialist consultants Helen Shearn Associates were appointed in line with the council's procurement rules to produce a feasibility and scoping study which is now underway.

Project 7 Footfall Monitoring

13. To help in the assessment of the effectiveness of the proposed interventions, it is proposed to monitor footfall on the High Street over the length of the HAZ programme. It is proposed to employ a company recommended by MHCLG and using fixed cameras in key locations to monitor pedestrian movements.

Project 8 - Website

14. A website has been set up and will be maintained to help raise public awareness of the programme. The site: www.kirkhamfutures.org has been established and is proposed to be the 'go to' place for all information regarding the regeneration of Kirkham both HAZ and FHSF. The site has been used to run interactive public consultations and publish news stories relevant to the programme. The site enables people to register interest in particular schemes and has been an invaluable method of communicating with citizens during the coronavirus lockdown. As with any website, it will need to be maintained and regularly updated with new material which our team provide.

Project 9 – Creative Innovation Zone (CIZ)

15. This was a one-off project to work with the UCLAN CIZ team bringing academics and students from the History, Tourism, Marketing Departments to carry out 'ideation' (ideas development) work around Kirkham. The final presentations and final report will be prepared by UCLAN and will be available to Historic England with all material placed on the website as needed. The project has already raised some interesting ideas which will be explored further as the programme develops.

Project 10 - Cultural Programme Support

16. This project enabled buy-in of specialist consultancy support from arts consultants to write the Cultural Pilot grant scheme and prepare a further bid to the main Cultural Grant application. This enabling money allowed a bid to be submitted, which was successful. Accordingly, a further £80,000 will need to be added to the capital programme and a further report to Finance & Democracy committee will follow to request approval of this.

PROCUREMENT PROCESS AND EVALUATION

17. Officers of the Planning & Housing Service have worked with the council's procurement officer to procure consultancy services to deliver the works carried out to date, with all procurement has been carried out in accordance with the approved council procedures.
18. The most significant spend to date has been the procurement of an architectural and urban design company to produce designs for the refurbishment of Market Square. This work was the subject of a formal tender process with 6 companies submitting proposals. Based on the assessment of quality and cost, the contract was awarded to The Paul Hogarth Company.
19. Other tenders have been for contracts of less than £10,000 which were awarded using the small contract procedure rules.

METHOD AND COST OF FINANCING THE SCHEME

20. Funding for the HS HAZ scheme is included within the approved Capital Programme for 2020/21 in the sum of £300,000 and 2021/22 in the sum of £1.327m. A slippage request for £177,000 has been submitted which, if approved, will result in a revised budget of £1.504m that will need to be spent in 2021/22 to meet the terms of the grant fund agreement.

FINANCE DETAILS

21. The capital programme for Kirkham HS HAZ programme includes £300,000 for 2020/21 and £1,327,000 in 2021/22. As set out above, it has been necessary to utilise emergency powers in order to ensure that the project can be delivered in line with the timetable agreed by Historic England with a total spend of £196,000 made up of £123,000 (2020/21) & £73,000 (2021/22). Accordingly, £1,431,000 remains in the project budget for 2021/22.
22. Officers are looking to move several projects forward during 2021/22 and it will be necessary to confirm that the funding is in place and available to draw down. The HS HAZ programme spend for the first part of 2021/22 is broken down into individual projects as follows:

| Project | Description | Amount (£) |
|--------------|----------------------------|----------------|
| 1 | Project Officer | 55,114 |
| 3 | Shopfronts | 202,025 |
| 4 | Public Realm | 217,415 |
| 5 | Hillside Eco Skills Centre | 318,173 |
| 6 | Heritage and Wellbeing | 116,700 |
| 7 | Footfall | 3,375 |
| 8 | Website | 5,000 |
| Total | | 917,802 |

VALUE FOR MONEY AND DETAILS OF PROCUREMENT PATH

23. In order to ensure that value for money is achieved procurement will be undertaken in accordance with the Council's contract procedure rules. Selection of the successful tenderers will be on the basis that value for money is a key consideration as well as the suitability of the new facility.

FUTURE REVENUE BUDGET IMPACT

24. None of the projects set out above will have any ongoing maintenance implications. The future maintenance of the public realm works will not differ from the maintenance of the existing public realm areas and so will be met from existing budgets. Any revenue implications associated to the establishment of the Eco Skills Centre will be addressed via the FHSF programme with the HS HAZ elements set out above only relating to the facilitation of that scheme.

GOVERNANCE

25. Members will be aware of the model that has been employed in the delivery of a number of recent major projects delivered by Fylde Council wherein a Project Delivery Board has been established. These boards are typically composed of several officers exercising their delegated powers to deliver respective projects. Members are requested to nominate a member of the Planning Committee to sit on the project board to provide a steer to officers.
26. In addition to the internal project board, a Community Steering Group composed of key stakeholders and delivery partners involved in the delivery of the Kirkham Futures project will need to be established. Accordingly, Members are also requested to authorise officers to invite local representatives to join this Community Steering Group.

SUMMARY

27. A full presentation will be provided to members of the committee at the meeting containing details of the individual projects included within the HS HAZ Programme. As the main projects are developed, in particular the Public realm works and the Hillside Eco Centre, further details will be presented to the Planning Committee for consideration elected by members.
28. Together, the HS HAZ and FHSF grants will allow significant interventions to be made in Kirkham Town Centre that will help to revive the fortunes of the town. Local property agents are reporting that there has been a notable increase in the interest shown in properties in the town since the funding announcement.

| IMPLICATIONS | |
|---|---|
| Finance | <p>The committee is requested 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;</p> <p>To authorise expenditure in 2021/2022 in respect of the proposed scheme in respect of Kirkham Heritage Action Zone which is included within the approved Capital Programme totalling £917,802 as detailed within the report;</p> <p>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.</p> |
| Legal | None |
| Community Safety | None |
| Human Rights and Equalities | None |
| Sustainability and Environmental Impact | None |
| Health & Safety and Risk Management | None |

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