

REPORT TO:		Cabinet	
DATE:		07 December 2022	
PORTFOLIO:		Cllr Steven Smithson - Environmental Services	
REPORT AUTHOR:		Craig Haraben (Deputy Head of Environmental Services)	
TITLE OF REPORT:		Memorial Park Heritage Lottery Bid	
EXEMPT REPORT (Local Government Act 1972, Schedule 12A)	No	Not applicable	
KEY DECISION:	No	If yes, date of publication:	

1. **Purpose of Report**

- 1.1 To inform Cabinet of progress in relation to the National Lottery Heritage Fund (NLHF) funding bid relating to Memorial Park in Great Harwood.

2. **Recommendations**

- 2.1 Cabinet continues to support the refurbishment and improvement of Memorial Park as outlined in the report (“the Project”) and welcomes receipt of the National Lottery Heritage Funding.
- 2.2 Cabinet agrees to the Council being accountable body in respect of the Project and in accordance with the HLF’s terms and conditions in connection with the Project
- 2.3 Cabinet delegates authority to the Executive Director (Environment) to take all reasonable steps to implement and complete the Project, including entering into the necessary agreement with the NLHF, engaging consultants and contractors as required to deliver the Project and obtaining all necessary permissions and consents.
- 2.4 Cabinet recommends that the Council supports the Project and allocates £50,000 from the Council’s 2023/24 capital programme as match funding, subject to approval of the Council’s budget for 2023/24.
- 2.5 Cabinet agrees to waive the Contracts Procedure Rules and grants delegated authority to the Executive Director (Environment), following consultation with the Executive Director (Legal & Democratic Services), to agree the terms of the agreement to appoint Proffitts CIC as set out in paragraph 3.10 of the report.

3. Reasons for Recommendations and Background

- 3.1 In 2008 the Parks & Cemetery Service started working with the Friends of (FO) Memorial Park to explore the possibility of applying for funding administered via the NLHF to refurbish Memorial Park in Great Harwood. An initial bid was submitted to the then Heritage Lottery Fund but this was unsuccessful.
- 3.2 In 2021 the outcome of a consultation with the local community showed that residents would like to see the refurbishment of park facilities, better use of the Biological Heritage Site (BHS) in the park, better access into the BHS, refurbishment of the war memorial and gardens, interpretation, sustainable horticultural improvements and footpath improvements.
- 3.3 In addition to the refurbishment work there was a desire to have more activities in the park post capital works to encourage participation and develop the audience of people who use the park.
- 3.4 Before submitting the NLHF bid enquiries were made with the NLHF and their preferred way forward was for the Council to work with a partner organisation who had the appropriate skills and abilities to enable a first class project to be delivered.
- 3.5 Proffitts CIC are a community interest company who have expertise in green space improvement projects and audience development.
- 3.6 Cabinet agreed on 21 March 2018 for the Council to work with Proffitts CIC to secure NLHF funding for Memorial Park in Great Harwood and noted the proposal to appoint Proffitts as project manager should the funding bid be successful.
- 3.7 The Council has received news that the NLHF funding bid relating to Memorial Park in Great Harwood had been successful. The project had been allocated £248,650 for the delivery stage of the project by the HLF. The total value of the project including funding from landfill tax and the Council plus gift in kind work is £338,650.
- 3.8 The funding secured for this project will allow for
- (i) Replacement of damaged boundary railings
 - (ii) Repairs to the war memorial and memorial grounds
 - (iii) Repairing stone tree pits
 - (iv) Tree management work
 - (v) Upgrading paths and installing boardwalks in the woodland
 - (vi) Installing bins/seating
 - (vii) Installation of bird box camera
 - (viii) A programme of activities and engagement with the local community
- 3.9 As Memorial Park in Great Harwood will be the beneficiary of the grant funding from NLHF, it has been agreed with NLHF that the Council will act as accountable body for the project because the Council as landowner and grant recipient will need to abide by their terms and conditions.

- 3.10 Proffitts CIC were applicant on behalf of the Council in relation to the successful NLHF funding bid and have detailed knowledge of the project. To ensure consistency in the delivery phase it is proposed the Council waives its contract procedure rules to continue to work in partnership with Proffitts CIC to implement and complete the Project. It has been agreed with NLHF that Proffitts CIC will act as project manager for the delivery phase of the project. The costs relating to Proffitts CIC undertaking this work have been set and agreed with the NLHF and fall within the overall project budget
- 3.11 The delivery stage work will commence on site once all permissions have been finalised and secured.

4. Alternative Options considered and Reasons for Rejection

- 4.1 Do not continue with the delivery stage of National Lottery Heritage Fund funding award and try and undertake improvements to Memorial Park via a piece meal approach. This is not recommended as grant funding has now been secured and this work can be undertaken as one project.

5. Consultations

- 5.1 Portfolio holder, FO Memorial Park, local residents, local councillors, Lancashire County Council, Lancashire Wildlife Trust, St Bartholemew CP, Whiteash School, Proffitts CIC and staff from the Parks service have been consulted in relation to this project.

6. Implications

<p>Financial implications (including any future financial commitments for the Council)</p>	<p>On-going maintenance will be contained within existing parks service budgets.</p> <p>At cabinet on 21 March 2018 cabinet agreed in principle to allocate £50,000 to this project as match funding. There is a need for this match funding to be included in the Council’s 2023/24 capital programme.</p> <p>Should the match funding not be included in the Council’s 2023/24 capital programme then there will be a shortfall in the project budget and the scheme will no longer be viable. At that point the Council would need to inform the NLHF and return the grant funding. As such no expenditure will be made in relation to the project until the 2023/24 capital programme has been agreed by Council.</p>
<p>Legal and human rights</p>	<p>The Council will need to enter into an</p>

<p>implications</p>	<p>agreement with NLHF on their standard terms and conditions. This will require the park to be used for the purposes of the project for a specified period of time, which in this case is 20 years. During that period of time the Council is bound by those terms and conditions which include:</p> <p>The Council not selling or leasing the park, or part with possession or grant rights over the park without NLHF consent</p> <p>The Council may have to repay the grant in certain circumstances, such as if the Council acts negligently, breach the grant conditions or fail to make good progress with the works.</p> <p>Should cabinet agree to recommendation set out in this report the Council will enter into the agreement with NLHF to confirm its intention to take this project forward. However, as above, no expenditure will take place until the Council's budget has been set for 2023/24.</p>
<p>Assessment of risk</p>	<p>The Council will use its contract procedure rules to engage landscape contractors to undertake the refurbishment work. This should ensure value for money work.</p> <p>All design work has been undertaken by suitably qualified designers and projects managers. As such all work should meet required standards. The Council will need to claim back any monies spent to undertake any refurbishment work from the NLHF in arrears.</p> <p>Currently, due to inflation, prices for contract work can be higher than expected. There is an element of contingency built into the project budget however the budget total is finite. Therefore should costs come in significantly over budget officers will discuss this with the NLHF and if necessary look to reduce costs to ensure compliance with the project budget.</p>
<p>Equality and diversity implications</p>	<p>A customer first analysis is attached</p>

<p>A Customer First Analysis should be completed in relation to policy decisions and should be attached as an appendix to the report.</p>	
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7. **Local Government (Access to Information) Act 1985:**
List of Background Papers

7.1 Cabinet report dated 21 March 2018 entitled Memorial Park Heritage Lottery Bid

8. **Freedom of Information**

8.1 The report does not contain exempt information under the Local Government Act 1972, Schedule 12A and all information can be disclosed under the Freedom of Information Act 2000.