

## CABINET

<b>Date of Meeting</b>	Tuesday, 24 <sup>th</sup> October 2017
<b>Report Subject</b>	Bailey Hill – Heritage Lottery Fund Stage 2 Application
<b>Cabinet Member</b>	Cabinet Member for Education
<b>Report Author</b>	Chief Officer (Organisational Change)
<b>Type of Report</b>	Operational

### EXECUTIVE SUMMARY

Bailey Hill is a significant project to improve the heritage environment of the Motte and Bailey Castle at Bailey Hill in Mold. This includes large areas of tree removal, access improvements, a new play area and site-wide interpretation including a display area in the Custodians Lodge.

The Council is working in partnership with Mold Town Council and the Friends of Bailey Hill Group. The value of the Heritage Lottery application was originally estimated at £1.2m through the Parks for People programme and a successful stage 1 development application for £0.044m was completed in July 2016.

The development stage has included employment of technical advisors to work on capital development, access, interpretation and governance structure for the site and its operation. This work is due to be complete by the end of 2017 with an estimated stage 2 application to be submitted if the work is agreed by all partners at the beginning of 2018.

This report details progress and proposes the Council's position and contributions towards the project ahead of submission of the stage 2 application.

### RECOMMENDATIONS

1	To agree the Council's position and contributions towards the project as outlined in this report.
2.	To give delegated authority for submission for the stage 2 Heritage Lottery Application, in line with the position and contributions outlined (subject to minor changes) by the Chief Officer (Organisational Change) in consultation with the Cabinet Member (Education).

## REPORT DETAILS

<b>1.00</b>	<b>BACKGROUND</b>
1.01	<p>A Stage 1 Heritage Lottery Fund (HLF) Parks for People application for the Bailey Hill project was submitted in February 2016. The application was successful and a grant of £43,900 was awarded. The development of Bailey Hill is a joint project with Mold Town Council and the Friends of Bailey Hill. Flintshire County Council is the lead applicant.</p>
1.02	<p>During the last 12 months the following key pieces of work have taken place:</p> <ul style="list-style-type: none"><li>- The development of an Activity Plan that includes proposals for recruiting and training volunteers, for developing and delivering activities aimed at target audiences and providing greatly enhanced interpretation to meet their needs.</li><li>- The production of an outline Interpretation and Design Plan detailing the themes and stories for Bailey Hill</li><li>- The updating of the existing Conservation Management Plan (2012) and development of all building and landscape improvements to RIBA Stage D to enable cost certainty and accurate programming for a second round submission to HLF.</li><li>- An outline Management and Maintenance plan to work towards the achievement of Green Flag status.</li><li>- Consideration of a suitable management framework for the long-term sustainability of the site. The Council has committed to sustaining the existing level of maintenance but has made it clear it is unable to guarantee any further resources.</li></ul>
1.03	<p>The appendices provide the detail from the results of this work including:</p> <p>Appendix 1 - The overall masterplan for the site detailing the key spaces and the long term plans for improvement.</p> <p>Appendix 2 – The detailed plans for the entrance area. The entrance to Bailey Hill is currently very limited via steep steps and closed gates. We propose to completely redesign the entrance area and neighbouring war memorial. A new wide sweeping slope will invite and encourage visitors into the park where they will have the option of steps or a new switch-back ramp up to the Custodians Cottage.</p> <p>Appendix 3 – Plans for the development of the Custodians Cottage. At present the cottage is let as a family home through Mold Town Council. Moving forward we propose to develop the downstairs area into a multi-functional community space with a rental flat above. Thus retaining both an element of security on site plus rental income. A two-storey extension will be added to the rear of the cottage to increase space and a small one-storey extension will be added to the side with toilet provision.</p> <p>Appendix 4 – Estimated Capital Costs. These include in addition to the work outlined above improvements to access to the Inner and Outer</p>

	<p>Baileys, signage and interpretation, an activity and events programme led by a three year fixed term appointment. At this stage the costs are £1.38m which is £0.140m above the £1.24m. These costs do not include the play area which is not considered by the Heritage Lottery Fund to be eligible as part of the scheme but is a key part of the overall masterplan.</p>						
1.04	<p>The plan for achieving the capital funding package for the overall Heritage Lottery Fund scheme is through Heritage Lottery funding (£986,878.70) and through other external funding sources as follows</p> <table border="0"> <tr> <td>TAIS Grant (for landscaping and interpretation) Submitted by the Council.</td> <td>£123,740</td> </tr> <tr> <td>RCDF Grant (for entranceway work) Submitted by Mold Town Council.</td> <td>£122,000 estimate</td> </tr> <tr> <td>RCDF Grant (for custodians cottage) Submitted by Mold Town Council.</td> <td>£124,00 estimate</td> </tr> </table>	TAIS Grant (for landscaping and interpretation) Submitted by the Council.	£123,740	RCDF Grant (for entranceway work) Submitted by Mold Town Council.	£122,000 estimate	RCDF Grant (for custodians cottage) Submitted by Mold Town Council.	£124,00 estimate
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1.05	<p>The Council contribution towards the overall masterplan and capital costs has been previously identified as funding for the play area. In the Cabinet report of March 2017 agreeing the use of the capital allocation for play areas and all weather pitches the following was detailed and agreed.</p> <p>‘A priority for year 2 and 3 would be the play area at Bailey Hill which is a red rated play area and is being considered as part of a wider Heritage Lottery Fund development scheme, although this scheme is not eligible to fund the play area.’</p> <p>The funding would be required in the year 2019/20. £0.200m is currently identified as available in that year for red rated play areas and completing the All Weather Pitch plan which will be two of the smaller pitches at Deeside Leisure Centre. It is estimated at this stage subject to design of the Bailey Hill play area and costs for other schemes £0.050-0.100m will be needed for this work. While not part of the overall Heritage Lottery Fund scheme this allocation will be key to Heritage Lottery Fund agreeing their final contribution to the scheme.</p>						
1.06	<p>At this stage the management plan which is in development is identifying which of the three partners will be responsible for management and maintenance of which areas of the site such as: the Council for current grass maintenance; Friends of Bailey Hill for increased park maintenance; Mold Town Council for management of the Custodians Cottage. These are still subject to agreement but at this stage the Council is working to no additional revenue requirement being required. These arrangements will need to be legally agreed prior to any award being accepted. It is proposed that prior to the stage 2 application being submitted a Memorandum of Understanding is signed between all three parties agreeing to enter into this legal contract.</p>						

<b>2.00</b>	<b>RESOURCE IMPLICATIONS</b>
2.01	A capital allocation of between £0.050m and £0.100m towards the play area at Bailey Hill to be taken from the 2019/20 capital allocation for play

	<p>areas.</p> <p>The project is being managed by the Principal Museums Officer. The post-holder has considerable experience and success in delivering Heritage Lottery Projects.</p> <p>The Chief Officer Organisational Change will be involved overseeing this work including concluding agreement with each of the three partners.</p>
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<b>3.00</b>	<b>CONSULTATIONS REQUIRED / CARRIED OUT</b>
3.01	<p>A wide programme of public consultation was completed during the initial scoping of the project in 2011/12. This included open days, questionnaires and a brain storming exercise with stakeholders and partners. The results helped to form the project scope.</p> <p>Extensive consultation has been carried out in the last 12 months to form the activity and development plan.</p>

<b>4.00</b>	<b>RISK MANAGEMENT</b>
4.01	<p>Key Development Risks and Mitigation</p> <ul style="list-style-type: none"> <li>(1) Failure to agree the capital package with Heritage Lottery Fund and / or failure for the external funding sources to be achieved – all three parties to consider options for funding the capital funding shortfall including as a Council consideration of asset transfer of some of the site with a capital allocation from this fund.</li> <li>(2) Failure to reach an agreement on a suitable management framework – Steering Group with key partners is leading on identifying the final management arrangements.</li> <li>(3) Failure to achieve revenue and capital sustainability – continued independent support on developing a robust business plan which does not require additional Council revenue support.</li> <li>(4) Failure to achieve a credible action plan for the achievement of Green Flag – ensure Friends of Bailey Hill Group have necessary skills to achieve the task.</li> </ul>

<b>5.00</b>	<b>APPENDICES</b>
5.01	<p>Appendix 1 – Bailey Hill Site Masterplan.</p> <p>Appendix 2 – Detailed Plan of the Entrance Area and Custodians Cottage.</p> <p>Appendix 3 – Plans for the Development of the Custodians Cottage.</p> <p>Appendix 4 – Estimated Capital Costs (subject to change).</p>

<b>6.00</b>	<b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b>
6.01	None.  <b>Contact Officers:</b> Sophie Fish <b>Telephone:</b> 07766 497275 <b>E-mail:</b> <a href="mailto:sophie.fish@flintshire.gov.uk">sophie.fish@flintshire.gov.uk</a>

<b>7.00</b>	<b>GLOSSARY OF TERMS</b>
7.01	<b>Heritage Lottery Fund</b> – the Lottery Body who award funds for heritage projects including the Parks for People fund.