

CABINET

Date of Meeting	Tuesday, 25 th September 2018
Report Subject	Bailey Hill – Tri-Partite Management Agreement and Project Update
Cabinet Member	Cabinet Member for Streetscene and Countryside
Report Author	Chief Officer (Planning, Environment and Economy)
Type of Report	Operational

EXECUTIVE SUMMARY

Bailey Hill is a significant project to improve the heritage environment of the Motte & Bailey Castle at Bailey Hill in Mold. This includes a redesigned entranceway, access improvements, a new play area, site-wide interpretation and a redeveloped Custodians Cottage to a multi-purpose community space.

The Council is working in partnership with Mold Town Council (MTC) and the Friends of Bailey Hill Group (FoBH). In 2016 the tri-partite group was successful in receiving £0.044m from Heritage Lottery Fund (HLF) to develop the project. A Round 2 application via the HLF Parks for People programme was submitted in February 2018. This application has also been successful and the project is ready to commence in autumn 2018.

We now need to gain a Permission to Start with HLF to activate funds. In order to achieve this we need to have a signed management agreement in place between the three main partners. A Memorandum of Understanding (MOU) was signed in February which has now been expanded to a full agreement (see appendix).

This report details the background to the agreement, the delivery of the project over the next 3 years and the Council's position and liabilities.

RECOMMENDATIONS

1	To have delegated authority to enter into a grant agreement with the Heritage Lottery Fund for £963,700.
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2.	To give delegated authority to progress the Bailey Hill Project with authority to spend (funding from HLF) and Tourism Amenity Investment Support (TAIS) and authority to procure lead consultant and subsequent contractors.
3.	To agree to enter into a legal agreement for the development and management of Bailey Hill with Mold Town Council and the Friends of Bailey Hill. To have delegated approval to facilitate minor changes to the document.

REPORT DETAILS

1.00	BACKGROUND
1.01	A Stage 2 Heritage Lottery Fund (HLF) Parks for People application for the Bailey Hill project was submitted in February 2018. The application was successful and a grant of £963,700 has been awarded. Although the development of Bailey Hill is a joint project with MTC and the FoBH, FCC is the lead applicant and grant recipient.
1.02	<p>Approved Elements of the Bailey Hill Project</p> <ul style="list-style-type: none"> • Re-model the entrance area to improve access to the Park and Cenotaph. • Redevelop the Custodian's Cottage into a multi-purpose community space. A two-storey extension will be added to the rear of the cottage, a small one-storey to the side with accessible WC. The upstairs will be re-designed as a two-bed flat. Small office/ volunteer room within the extension to provide a flexible space. • Create an events space within the Inner Bailey. • Improve access of the park's paths and pathways. <ul style="list-style-type: none"> - Access paths will be widened and strengthened to enable vehicular access to the Inner Bailey; - The Outer Bailey will benefit from a newly re-graded ramp. - Uneven pathways throughout the park will receive additional top dressing. - The informal pathway around the Gorsedd Stone Circles will be formalised. - The existing steps to the motte will be refurbished and new handrails added for safety. - Damaged park furniture replaced with new seating, waste bins and bin storage area. - Improve planting at key sites within the park to enhance biodiversity and frame its historic features. • Recruit a F/T Project Officer (PO) to support volunteers, deliver the activity programme and identify income opportunities for the Park. • 3 year Activity programme featuring training, education, projects and events. These include: re-enactments, Cadet orienteering, Bailey Hill festival, Community archaeology and re-imagining Bailey

	<p>Hill film/performance project.</p> <ul style="list-style-type: none"> • New bilingual interpretation of the site's heritage guided by six themes: Stones/material, Castle building, Under attack, Pleasure/leisure, Green space/wildlife and People. Methods include: interpretation panels, digital applications, film, activities and events. • Recruit and train 60 new volunteers. Roles include: visitor experience, wildlife, gardening, education and marketing. To be recruited locally and with support from appropriate agencies such as Flintshire Communities First to engage economically inactive people. 																				
1.03	<p>Project funding breakdown :</p> <table> <tr> <td>HLF grant (74%)</td> <td>£963,700</td> </tr> <tr> <td>Volunteer Time</td> <td>£112,000</td> </tr> <tr> <td>Increased Maintenance</td> <td>£25,000</td> </tr> <tr> <td>Partnership Funding</td> <td>£15,080</td> </tr> <tr> <td>Match-funding</td> <td>£186,190*</td> </tr> <tr> <td>TOTAL</td> <td>£1,301,970</td> </tr> </table> <p>Match-funding</p> <table> <tr> <td>TAIS funding secured October 2017 (FCC lead)</td> <td>£123,740</td> </tr> <tr> <td>Leader Funding secured April 2018 (MTC lead)</td> <td>£50,641</td> </tr> <tr> <td>Mold Mayoral Charity</td> <td>£5,000</td> </tr> <tr> <td>Current shortfall</td> <td>£6,809</td> </tr> </table> <p>The partnership have agreed to underwrite the shortfall to enable permission to start to be completed. An application to the Mold Bowling Club Fund is pending and all partners are supremely confident that this small amount will be achieved over the 3 year life of the project.</p>	HLF grant (74%)	£963,700	Volunteer Time	£112,000	Increased Maintenance	£25,000	Partnership Funding	£15,080	Match-funding	£186,190*	TOTAL	£1,301,970	TAIS funding secured October 2017 (FCC lead)	£123,740	Leader Funding secured April 2018 (MTC lead)	£50,641	Mold Mayoral Charity	£5,000	Current shortfall	£6,809
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1.04	<p>The management agreement is a standard legal agreement between FCC, MTC and FoBH.</p> <p>FCC will continue to own the site.</p> <p>MTC will continue to lease the Custodian's Cottage (which will be extended and developed as part of the project). MTC will continue to be responsible the maintenance and management of the premises.</p> <p>A Partnership Board will be established with 3 representatives from each organisation. The Board will meet as a minimum twice a year.</p> <p>The HLF Management & Maintenance Plan and the Project Business Plan will be the main management tools. These will be reviewed on a 6 monthly basis</p>																				
2.00	RESOURCE IMPLICATIONS																				
2.01	A capital allocation of between £0.50m and £0.100m towards the play area was agreed by Cabinet March 2017.																				

2.02	<p>The project is being managed by the Museums, Culture & Heritage Manager. The post-holder has considerable experience and success in delivering Heritage Lottery Projects.</p> <p>Ian Bancroft, the former Chief Officer (Organisational Change) has been instrumental in bringing the project together. During the delivery phase, Ian will be replaced by the Chief Officer (Planning, Environment and Economy).</p>
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3.00	CONSULTATIONS REQUIRED / CARRIED OUT
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 over the last 12 to 18 months to further develop and form the project.</p>

4.00	RISK MANAGEMENT
4.01	<p>Key Delivery Risks and Mitigation</p> <ul style="list-style-type: none"> (1) Failure to achieve revenue and capital sustainability – continued independent support on developing a robust business plan which does not require additional Council revenue support. (2) 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. (3) Failure to comply with grant specific requirements (HLF and TAIS) – ensure robust project and financial management. (4) Failure to meet Planning and Scheduled Ancient Monument consent conditions – reinstate cross-department FCC project group to assess, evaluate and mitigate problems in a timely fashion.

5.00	APPENDICES
5.01	<p>Appendix 1 – HLF award letter Appendix 2 – FCC Commissioning Form</p>

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<p>None.</p> <p>Contact Officers: Sophie Fish Telephone: 07923490717 E-mail: sophie.fish@aura.wales</p>

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