



CABINET

22 JANUARY 2014

Subject Heading:

Proposed grant funding bid for the Restoration of Upminster Windmill Heritage Site

Cabinet Member:

Councillor Andrew Curtin
Cabinet Member for Culture, Towns & Communities

CMT Lead:

Cynthia Griffin, Group Director Culture, Community and Economic Development

Report Author and contact details:

Nicola Houseago, Business Development Officer, Economic Development
Tel: 01708 432795
nicola.houseago@havering.gov.uk

Policy context:

Living ambition – Towns and Communities
Culture Strategy

Financial summary:

Authority is sought to submit a Round 2 funding bid to the Heritage Lottery Fund for the Restoration of the Upminster Windmill Heritage Site for £1,384,500, with match funding from Veolia North Thames Trust funding of £255,902 and volunteer funding equivalent to £170,200 with no additional budget requirement for the Council.

Is this a Key Decision?

Yes

When should this matter be reviewed?

September 2015

Reviewing OSC:

Towns and Communities

The subject matter of this report deals with the following Council Objectives

Ensuring a clean, safe and green borough	<input type="checkbox"/>
Championing education and learning for all	<input checked="" type="checkbox"/>
Providing economic, social and cultural activity	<input type="checkbox"/>
in thriving towns and villages	<input checked="" type="checkbox"/>
Valuing and enhancing the lives of our residents	<input checked="" type="checkbox"/>
Delivering high customer satisfaction and a stable council tax	<input type="checkbox"/>

SUMMARY

This report describes the development of a project to restore the Upminster Windmill Heritage Site following a successful Stage 1 application for development funding to the Heritage Lottery Fund (HLF). In November 2012 funding of £128,920 was granted to progress plans to restore the windmill and build an Education & Training Centre.

This report seeks approval to make a Round 2 application to the HLF Heritage Grants Programme in partnership with the Upminster Windmill Preservation Trust (the Trust), for £1,384,500.

RECOMMENDATIONS

To agree the submission of a Round 2 grant funding application to the Heritage Lottery Fund Heritage Grants Programme for £1,384,500.

REPORT DETAIL

1. Between April 2008 and March 2013 the London Borough of Havering was a priority borough for HLF funding. During this period a number of successful funding applications were submitted including:
 - Havering Museum
 - Ingrebourne Valley
 - Raphael's Park
 - Langtons Gardens
 - Rainham Hall
2. The Heritage Lottery Fund is the largest dedicated funder of the UK's heritage investing approximately £375million per year in new projects. Since 1994, HLF has supported over 35,000 projects, allocating more than £5.5billion across the UK.

The Heritage Grants Programme is for grants of over £100,000 for projects that meet their aims relating to learning, conservation and participation. To receive a grant projects must:

- Help people to learn about their own and other peoples heritage,

and must also do either or both the following:-

- Conserve the UK's diverse heritage for present and future generations to experience and enjoy;
 - Help more people, and a wider range of people, to take an active part in and make decisions about heritage
3. The Council, in partnership with the Upminster Windmill Preservation Trust, successfully submitted a Stage 1 application to HLF and gained development funding for the Restoration of Upminster Windmill Heritage Site, specifically developing plans to undertake the restoration of the windmill and build a new Education & Training Centre. Alongside these capital elements, the development funding has enabled a number of plans to be produced that will support the HLF aims as outlined above. These include:
- Conservation Management Plan – to ensure the mill is protected
 - Activity Plan – to support and encourage volunteers involved in the project to access opportunities, including supporting the restoration of the mill
 - Interpretation Plan – to help people understand the site and its wider social and historical importance
 - Business Plan – to ensure the long-term sustainability of the site
4. The Round 2 bid will build on the work undertaken during the development phase outlining in detail the delivery plans to restore the windmill and build the Education & Training Centre. The bid will also encompass the range of community activities that will meet the HLF learning, participation and conservation aims.
- An outline timetable for the project is as follows:
 - 3rd March 2014 – 2nd Round bid submitted to HLF
 - June 2014 – decision from HLF
 - Subject to a positive decision:
 - August – December 2014 – tendering for new build
 - January – September 2015 – new building completed
 - September 2015 – sails and cap removed; refurbishment starts using the facilities in the Education & Training Centre
 - March 2016 – October 2017 – restoration of the windmill
 - Early 2018 – Formal opening of the site
5. The Education & Training Centre will be subject to Planning permission. It is envisaged that the planning application will be submitted at the beginning of January with a decision expected prior to the HLF Board meeting in June 2014.
6. The Council has worked closely with the Trust to develop plans for the site and an integral part of the project has been the volunteer time allocated during both the development stage and the delivery stage.

REASONS AND OPTIONS

7. Reasons for the decision:

7.1. Upminster Windmill is a Grade II* listed building, currently registered by English Heritage as in poor condition and priority D on their At Risk Register (Priority D is classified as: slow decay; solution agreed but not yet implemented). English Heritage has been consulted during the development phase and awareness of the project has raised expectations of delivery from English Heritage.

7.2. In order to maximise the benefits of HLF funding a decision by Cabinet is required to authorise the submission of funding bids in excess of £500k. The Constitution sets out that pursuant to the delegated authority for corporate functions in Part 3 Section 2.2 in the following paragraphs to Cabinet:-

(a) To take decisions on all matters relating to the Council's finances including but not exclusively:

(i) budgetary control

(q) To approve applications for the submission of bids for grants and other financial assistance which require the provision of additional finance or match funding or are likely to lead to residual costs or implications for the Council or where the amount of the grant application exceeds £500,000

8. Other options considered:

Submitting external funding bids above £500k requires Cabinet approval, without which there are no other options available.

IMPLICATIONS AND RISKS

Financial implications and risks:

HLF Heritage Grants contribute grants of £100,000 and over to the cost of an agreed project. A grant of below £1million needs a contribution of at least 5% of the project costs from the bidding organisation. A grant of £1million or more needs a contribution of at least 10% of the project costs from the bidding organisation. These cost contributions can be either cash, or in-kind.

Non-cash contributions can include goods or services offered without charge and volunteer time.

The total project budget is £1,983,572, (inclusive of fees and 10% contingency) made up of the following:

- Round 1
HLF Development funding of £128,920,
Volunteer contribution the equivalent of £33,250
Contribution from the trust £10,800 (via a separate grant)
- Round 2
Veolia North Thames Trust funding of £255,902 (secured subject to a successful HLF bid); this fulfils the 10% contribution from the bidding organisation.
Volunteer contribution the equivalent of £170,200
HLF bid £1,384,500

Risk around costs, and volunteer contribution, will need to be managed as appropriate. Subject to Cabinet approval, an application for the HLF Heritage Grants programme will be submitted in March 2014 for £1,384,500.

The council will bear no responsibility for any additional revenue costs within the bid. Management of the site and its associated costs, as stipulated in the lease, will be borne by the Upminster Windmill Preservation Trust, once the works are completed and the lease signed.

Two three-year posts are included within the bid; the current plan is that these posts would be employees of Havering, and redundancy costs would potentially be payable at the end of the contract period. These costs will be met by existing budgets within the Culture & Leisure Service.

Legal implications and risks:

A lease has been drafted and Heads of Terms agreed with Strategic Property Services. It is proposed that the lease will be signed upon completion of the new building, scheduled for October 2015.

Should the funding application be successful there will be contractual arrangements relating to funding agreements, and other arrangements to deliver specific aspects of the project that must comply with the Council's approved procedures for procurement which will require legal input.

Human Resources implications and risks:

The cost of preparing the Round 2 bid will met within existing resources.

The Round 2 bid includes provision for two part-time posts:

Project Manager – 0.6 FTE for three years to oversee the delivery of the capital build and restoration programme;

Education Officer – 0.8 FTE for 2 years and 0.6FTE for 1 year to deliver the Activity plan and promote the site as a heritage destination.

Should the bid be successful both posts will be based within the Culture & Leisure service.

Equalities implications and risks:

Equal opportunities will be central to the delivery of this project, bringing people from all protected characteristics together to take part in a range of conservation and cultural activities that develop community relationships and strengthen community cohesion.

An Equality Analysis will be completed to ensure any potential negative impact is identified and minimised/eliminated and positive equality outcomes and opportunities are enhanced.

BACKGROUND PAPERS

Round 1 Bid
Education & Training Centre Designs
Activity Plan
Interpretive Framework
Business Plan
Conservation Management Plan