

Decision Maker: EXECUTIVE

**FOR PRE-DECISION SCRUTINY BY THE ENVIRONMENT PDS
COMMITTEE ON 24th November 2015**

Date: 2nd December 2015

Decision Type: Non-Urgent Executive Non-Key

Title: CROYDON ROAD RECREATION GROUND BANDSTAND
RESTORATION

Contact Officer: Dan Jones, Assistant Director, Street Scene and Greenspace Tel: 020 8313
4211 email: dan.jones@bromley.gov.uk

Chief Officer: Nigel Davies, Executive Director of Environment and Community Services

Wards: Kelsey & Eden Park

1. Reason for report

To outline the funding proposals for the restoration of the Croydon Road Recreation Ground bandstand, in Beckenham, consisting of a two-stage Heritage Lottery Fund (HLF) grant and a small amount of match funding.

Member decisions are required in advance of notification of the Stage 1 grant outcome, in order to be able to acknowledge and accept the Development Grant within the timescales required by the HLF.

2. **RECOMMENDATIONS**

That the Executive agrees:

- 2.1 **To accept the £27.3k Development Grant (subject to HLF approval) and relevant terms and conditions from the Heritage Lottery Fund to assist with the development of a Stage 2 application.**
- 2.2 **To approve in principle the submission of a HLF Stage 2 application and acceptance of associated terms and conditions for restoration costs and related community events and activities programme. This would include the condition to maintain the structure over the next 20 years.**

- 2.3 Agree in principle, to add the scheme to the Capital Programme with an estimated cost of £156k, subject to a further report on the outcome of the Stage 2 application.**
- 2.4 To the setting up of an earmarked reserve to hold monies raised by donations and fundraising.**
- 2.5 That the earmarked reserve is to be used to contribute towards the future maintenance of the bandstand and for the delivery of an events and activities programme through small annual grants.**

Corporate Policy

1. Policy Status: Existing Policy
 2. BBB Priority: Excellent Council; Quality Environment
-

Financial

1. Cost of proposal: £338.7k, split between Capital £156k and Revenue £182.7k
 2. Ongoing costs: N/A as contained within existing budgets
 3. Budget head/performance centre: Parks and Green Space and Capital Programme
 4. Total current budget for this head: £302.1k, £4.5m and £19.6k
 5. Source of funding: Grant funding from the Heritage Lottery Fund, existing revenue budget and donations
-

Staff

1. Number of staff (current and additional): Two - one 0.6 FTE for 6 months fixed-term contract and one 1 FTE for 18 months fixed-term contract, both employed by The Landscape Group
 2. If from existing staff resources, number of staff hours: 312 hours (based on ~3 hr/week of TLG staff time across 24 months to Line Manage the Project Managers and oversee delivery)
-

Legal

1. Legal Requirement: Not Applicable
 2. Call-in: Applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): All visitors using Croydon Road Recreation Ground
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes
2. Summary of Ward Councillors comments: Ward Councillors are supportive of the project. One Ward Member from Clock House Ward is currently Treasurer of the Friends of Croydon Road Recreation Ground.

3. COMMENTARY

Overview

- 3.1 The bandstand in Croydon Road Recreation Ground, Beckenham, is Edwardian, built by McCallum & Hope Ltd of Glasgow. It is Locally Listed and has been the venue for many musical performances, including one of Beckenham's most famous residents, David Bowie who played on the bandstand at the Beckenham Free Festival at the park in 1969 which was organised by himself and The Beckenham Arts Laboratory. Recent research has identified that this is the last marked McCallum & Hope bandstand in the country, and is therefore of high architectural value. The bandstand is much-loved by local residents and is a showcase for Edwardian craftsmanship and design.
- 3.2 A specialist structural survey carried out November 2013 (Appendix 1) identified the condition of the bandstand was deteriorating. Significant repair works are needed to prevent further decline, which could ultimately result in removal of the asset if not remedied. Croydon Road is now the last remaining bandstand in the Council's ownership.
- 3.3 Community consultation has demonstrated significant local support for the restoration activities, alongside increased opportunities for the wider public to learn more about and engage with the bandstand's heritage through events and activities, which have been incorporated into the wider project for delivery. A wide variety of volunteer opportunities will also be created as part of the project delivery with appropriate training and mentoring provided.
- 3.4 Based on feedback from existing and potential users, there is also a need for improvements to facilitate easier utilisation of the bandstand by musical and theatrical groups. For example, the current floor space of the bandstand is not large enough to accommodate some performance groups e.g. use by an orchestra. The project will therefore include the purchase of temporary staging and installation of a suitable flat base i.e. circular pathway which have been incorporated into the design to maximise the space on offer and increase the variety and number of groups using the bandstand.

Fundraising Approach

- 3.5 The original fundraising strategy for the restoration project identified The Heritage Lottery Fund (HLF), the largest dedicated funder of heritage in the UK, as a potential grant funder. A tender exercise carried out in December 2014 by London Borough of Bromley's Property team identified that the cost of the necessary restoration works had exceeded the original intended grant programme – 'Our Heritage', which provides grants from £10k - £100k. Subsequently, HLF's 'Heritage' programme was instead identified, which provides grants above £100k through a two-stage process, including a Development Stage and Delivery Stage, with individual application processes for each.
- 3.6 For total grant requests of between £100k - £1m from HLF, at least 5% of the total cost of the project must be contributed as 'partnership funding' which can be made up of cash, volunteer time, non-cash contributions, or a combination of all these. Some the partnership funding must be from the organisation's own resources.
- 3.7 Further to advice from HLF, for Stages 1 and 2, London Borough of Bromley (LBB) is the lead applicant with The Landscape Group (TLG) and the Friends of Croydon Road Recreation Ground acting as delivery partners. Through this arrangement, all grant money will initially be paid to LBB. Assuming both stages are successful, LBB's Property Team will procure and oversee delivery of the capital restoration works, with the remainder of the project being delivered by TLG.

- 3.8 A Partnership Agreement has been created for the purposes of the grant between all partner organisations outlining key roles and responsibilities. The grant process will require all partner organisations to abide by HLF's Standard Terms of Grant over £100,000. Any liability under these terms of grant will apply to all partners together and also separately. HLF have advised that, if successful, the terms of this grant-funded project would last for a period of 20 years.
- 3.9 It is worth noting that the grant terms include the need to continue to own and keep exclusive control of the Property, with the applicant not selling, letting or otherwise parting with it or any interest in it, or giving over any rights to anyone else, without HLF's approval beforehand; the terms also require the Property to be maintained in good repair and condition over a period of 20 years and, if restoration works have been carried out, maintained in good condition after this work has been done. As the grant includes the preparation of a Maintenance and Management plan the Property must be maintained, managed, conserved in accordance with the version approved by HLF; the Property must also be insured to the standards set out by HLF. Any digital outputs created as part of the project must be kept up-to-date, with the function as intended, and, must not become obsolete before the fifth anniversary of the completion of the project.
- 3.10 Strategic Property Services have advised that the total planned maintenance cost of the bandstand following restoration works is estimated to be £16,000 over the 20 year period. Some of this work may be carried out in partnership with Friends volunteers. It is anticipated that income from a small-scale personalised bandstand brick scheme will be held in an earmarked reserve and used to supplement any future routine and non-routine repairs to the bandstand (as per 3.26).
- 3.11 The Council's Principal Conservation Officer has been consulted regarding the proposed restoration works and is supportive. Works will be carried out under Local Authority permitted development.

Development Stage

- 3.12 A Stage 1 application was submitted to HLF's Heritage' programme on 14th September 2015. Development Grants are designed to enable the progression of a more detailed second round application. This application requested a Development Grant of £27.3k against a total Development Stage cost of £29.9k. The balance of £2.6k is to be funded by a combination of donations of £0.5k and match funding of £2.1k from LB Bromley.
- 3.13 The costs for the Development Phase include project management from Strategic Property, the employment of a 0.6 FTE Development Project Manager on a fixed-term contract for 6 months by TLG. This post will facilitate any outstanding surveys, consultations or investigations required on the capital restoration works; consult with new and existing audiences to develop a detailed programme of activities to engage people with the bandstand through an Activity Plan; develop detailed timetables and refine projected costings; produce a management and maintenance plan in conjunction with Strategic Property; identify how the project will be evaluated; identify how the project will be procured in-line with HLF's financial guidelines; prepare a communications programme for the project and coordinate all relevant supporting documents for the Stage 2 submission.
- 3.14 In addition to the costs above, there will be a non-cashable contribution of £4.6k in the form of TLG staff time and the equivalent of £1k of volunteer time.
- 3.15 The first-round application should be assessed at the beginning of December 2015. The notification of the Stage 1 outcome is therefore expected later in December 2015. It is anticipated that the Development Stage expenditure will take place between December 2015

and June 2016. Development grants are paid in three instalments; 50% of the grant up-front, 40% once the first instalment of the grant has been spent and the final 10% once the project has been finished.

Delivery Stage

- 3.16 It is anticipated that a second-stage application will be submitted by June 2016 (exact HLF programme dates still to be published for next year) which will meet the criteria of second-round submissions needing to be received up to 24 months after the first-round decision. Second-round applications are assessed within three months, after which a decision is made at the next quarterly decision area meeting. A further report will be brought back to Members to report on the outcome of this application and to seek approval to tender the works.
- 3.17 The delivery phase costs of £308.8k are split between capital and revenue over an 18 month period. The capital works, equipment and associated project management costs are estimated to be £156k and the revenue costs are estimated to be £152.8k. It is expected that an application will be made for a HLF grant of £274.8k. The balance of £34k will be funded by £16.1k donations secured by the Croydon Road Recreation Ground Friends Group, funding generated from the sale of bricks (£3k) and £14.9k cash match funding from LB Bromley. It should be noted that the estimated delivery costs will be refined as part of development work.
- 3.18 In addition to the costs above, there will be a non-cashable contribution of £29.8k in the form of TLG staff time and the equivalent of £45.3k of volunteer time.
- 3.19 The Delivery grant will fund a 1 FTE Development Project Manager on a fixed-term contract for 18 months by TLG who will deliver the project including the identified Activity Plan.
- 3.20 Subject to grants process timings and success, it is anticipated that the capital works could be completed by Summer 2017 at the latest. In this scenario, events and activities to encourage use of the bandstand as part of the project will be on-going until March 2018, with expenditure covering September 2016 - April 2018.
- 3.21 £14.9k of The Council's devolved budgets to TLG will act as the cash match funding towards the project, with £9.4k contributing to capital costs and £5.5k towards the revenue costs.
- 3.22 £29.8k of a non-cashable contribution in the form of TLG staff time will go towards the project's Delivery stages. There will also be the equivalent of £45.3k of volunteer time.
- 3.23 Croydon Road Recreation Ground has a strong Friends Group, which has actively been fundraising to help with the restoration costs. They have held a number of fundraising activities which have included two David Bowie inspired concerts which have raised an impressive £16.1k as mentioned in 3.17 above.
- 3.24 In partnership with the Friends, Officers established a 'Buy-a-bandstand-brick' scheme in Summer 2014. This scheme enables members of the public, community groups and businesses to purchase personalised bricks costing £100, which will be incorporated into the circular pathway around the newly restored bandstand. Bricks will also be available to purchase after the pathway has been installed, thus providing a potential on-going source of income. £35 tickets are also available for an exclusive launch party event on the bandstand. In total a sum of £3.5k has been raised to date, £0.5k of which has been used to part fund the development stage.
- 3.25 Bricks and tickets will continue to be sold as part of the targeted promotional campaign, which can be used to contribute further to the costs.

Future

- 3.26 To facilitate the on-going use and maintenance of the bandstand to a good standard, it is also proposed that an earmarked reserve be established to enable income raised through fundraising activities such as the 'Buy-a-Bandstand-Brick' scheme can be set aside. It is proposed that this reserve will be used to support any future repairs for the bandstand (routine and non-routine) and on-going community events and activities in the vicinity/recreation ground. It is expected that this will take the form of a small annual grant to enable the Friends group to deliver these activities.

4. POLICY IMPLICATIONS

- 4.1 The Environment Portfolio Plan 2014/17 includes the Key Outcome [3] "Conserve and enhance Bromley's parks and green spaces"; in particular meeting 6 of the 9 elements identified:

[3.1] Maintain the quality, appearance and cleanliness of parks, open spaces and the countryside;
[3.3] Develop and maintain paths and other hard landscaping features in parks, open spaces and the countryside
[3.4] Improve our environment through forging deeper links with Friends of Parks groups
[3.6] Apply for external investment funding for green space improvements in partnership with stakeholders
[3.8] Promote and support public use of parks and green spaces for community events and activities:
[3.9] Ensure that good value for money is provided when work is commissioned to maintain and improve Bromley's parks and green spaces

5. FINANCIAL IMPLICATIONS

- 5.1 This report outlines a proposal to restore the Croydon Road Recreation Ground Bandstand by seeking external funding through a two-stage Heritage Lottery Fund.

- 5.2 The table below summarises the estimated costs and funding for the Development stage: -

	£'000
Estimated costs	
Professional fees	8.8
Development project manager (0.6fte)	14.9
Other costs	6.2
	<u>29.9</u>
Funding	
HLF grant	27.3
Cash match funding (parks budget & fundraising)	2.6
	<u>29.9</u>

- 5.3 In addition to the funding listed above, there will be non-cashable contributions totalling £5.6k in the form of TLG staff time and volunteer time.
- 5.4 The Development Grant will be used to prepare a full application for the delivery of the scheme including capital costs for restoration works and equipment, as well as revenue costs for a development project manager, events and activities.
- 5.5 It should be noted that if the Stage two application is not submitted the Council would be required to pay back the HLF Development grant of £27.3k.
- 5.6 The report is requesting that the scheme is added to the capital programme with an estimated cost of £156k, subject to a successful stage two HLF bid. There should also be a revenue grant of £128.2k for an 18 month period to the end of March 2018. A further report will be brought

back to Members to confirm the outcome of the application and to seek approval to tender for the capital works.

5.7 The table below summarises the estimated costs and funding for the Delivery Stage of the project that will be undertaken during 2016/17 and 2017/18: -

	Capital	Revenue	Total
	£'000	£'000	£'000
Estimated Costs			
Capital works & equipment	148.1	0.0	148.1
Professional fees	7.9	0.0	7.9
Development Project manager	0.0	79.7	79.7
Travel/Training costs	0.0	21.3	21.3
Professional Fees	0.0	20.3	20.3
Equipment & materials	0.0	18.3	18.3
Events, publicity/promotions	0.0	11.0	11.0
Evaluation	0.0	2.2	2.2
	156.0	152.8	308.8
Funding			
HLF grant	146.6	128.2	274.8
Cash match funding (parks budget)	9.4	5.5	14.9
Cash match funding from donations & fundraising	0.0	19.1	19.1
	156.0	152.8	308.8

5.8 In addition to the funding listed above, there will be non-cashable contributions totalling £75.1k in the form of TLG staff time and volunteer time to undertake the delivery of the scheme.

5.9 All project costs must be procured in-line with HLF's financial guidelines and it is a requirement of the grant that the Council agrees to fund the maintenance of the bandstand for a period of 20 years, as outlined in 3.9 and 3.10 above. Strategic property officers have confirmed that the total estimated maintenance works required over this period would be £16k. It is expected that income raised from fundraising would meet at least half of these costs. The balance of the maintenance costs would be met from the Parks and Green Space revenue budget.

5.10 There will be no additional impact on the Council's budget as the maintenance cost of the structure is already included in revenue budgets.

5.11 This report is also proposing that an earmarked reserve be set up to hold monies that have been raised through donations and fundraising. It is intended to use the reserve to supplement any routine or non-routine maintenance works and to be passed to the Friends group in the form of a small annual grant to enable further fundraising to take place through a programme of activities and events.

5.12 An agreement will have to be drawn up to ensure that TLG indemnify the Council against having to pay back any of the grant as a result of the actions of TLG staff.

6. PERSONNEL IMPLICATIONS

6.1 The grant proposes recruitment of a two temporary members of staff to be employed by TLG; this will be a new post holder(s); the terms and condition of grant indicate all staff posts must be advertised.

Non-Applicable Sections:	Legal implications
Background Documents: (Access via Contact Officer)	