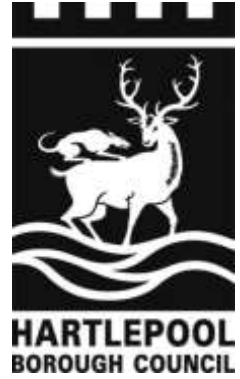


# **REGENERATION SERVICES COMMITTEE AGENDA**



**Wednesday 17 February 2021**

**at 10.00 am**

**in the Council Chamber,  
at the Civic Centre, Hartlepool**

**PLEASE NOTE: this will be a 'remote meeting', a web-link to the public stream will be available on the Hartlepool Borough Council website at least 24 hours before the meeting.**

**MEMBERS: REGENERATION SERVICES COMMITTEE**

Councillors C Akers-Belcher, Brown, Cassidy, Lindridge, Loynes, Marshall and Smith

- 1. APOLOGIES FOR ABSENCE**
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**

**3. MINUTES**

- 3.1 Minutes of the meeting held on 20 January 2021 (*previously circulated and published*).

**4. BUDGET AND POLICY FRAMEWORK**

No items

**5. KEY DECISIONS**

No items

**CIVIC CENTRE EVACUATION AND ASSEMBLY PROCEDURE**

In the event of a fire alarm or a bomb alarm, please leave by the nearest emergency exit as directed by Council Officers. A Fire Alarm is a continuous ringing. A Bomb Alarm is a continuous tone. The Assembly Point for everyone is Victory Square by the Cenotaph. If the meeting has to be evacuated, please proceed to the Assembly Point so that you can be safely accounted for.

**6. OTHER ITEMS REQUIRING DECISION**

- 6.1 Revised Grant Programme: Church Street Conservation Area Townscape Heritage Scheme - *Assistant Director, (Regulatory Services)*

**7. ITEMS FOR INFORMATION**

No items.

**8. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT**

**FOR INFORMATION**

Date of next meeting – Wednesday 17 March 2021 at 10.00 am in the Civic Centre, Hartlepool.



# REGENERATION SERVICES COMMITTEE

17 February 2021



**Report of:** Assistant Director (Regulatory Services)

**Subject:** REVISED GRANT PROGRAMME: CHURCH STREET  
CONSERVATION AREA TOWNSCAPE HERITAGE  
SCHEME

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## 1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Non Key

## 2. PURPOSE OF REPORT

2.1 To provide an update on the current position of Church Street Conservation Area Townscape Heritage Scheme and the revised Activity Plan.

2.2 To obtain agreement to revise the budget to deliver the programme.

## 3. BACKGROUND

3.1 In October 2017 the National Lottery Heritage Fund gave the Council permission to start the Townscape Heritage Scheme in Church Street Conservation Area. The award of grant from the lottery followed an extensive project development phase, where the condition of the area was studied in detail and the scheme of works established for the three year project. It comprises the following areas of work, outlined below.

### 3.2 Public Realm

The public realm work concentrated on Church Square creating an area of open spaced which could be utilised for public events, enhanced the setting of the listed buildings in the area and improved links with Church Street, the Transport Interchange and the Stockton Street crossing. This was the first element of the project to be completed early in 2019.

### 3.3 Activities

A programme of activities has been developed in order to engage with residents and visitors, by

- celebrating the history of the street, and

- promoting traditional building skills.

All activities were paused in March 2020 in light of the ongoing pandemic.

### 3.4 Building Grants

A building grant scheme was set up to provide support to building owners within the area. The initial scheme comprised the following two funding opportunities,

#### A. Key building grants;

Pulse and Scarlett's were both identified as key vacant buildings which had a negative impact on the conservation area. It was proposed to offer a conservation deficit grant to bring the properties back into use. This grant calculation would offer funding to bridge the gap between the cost of the works to restore the property and the end value of the building, as it was anticipated that this would be negative.

#### B. Building Grants;

This grant scheme covered properties between Whitby Street and Mainsforth Terrace offering two types of funding:

- Building grants for works to make a property structurally sound and watertight providing 75% grant up to a maximum of £20,000.
- Architectural details grants for works to restore shopfronts, windows and doors providing grant of 90% of the costs of the works up to a maximum of £10,000.

- 3.5 Building owners are advised that to take part in the grant scheme they require a survey of their property indicating defects and a schedule of works. This information is then used as the basis of an application. After the initial establishment of the programme owners indicated that they were having difficulties finding appropriate professionals to carry out the survey work. In order to assist HBC entered into an agreement with the firm RNJ Ltd to carry out the surveys. RNJ Ltd have completed surveys on five properties however to date no applications have been submitted. The majority of those surveys were completed in 2019 with owners indicating that they would bring forward works in 2020.

## 4. **PROPOSALS**

- 4.1 Since the launch of the scheme, recruitment of an officer to oversee works has been a challenge. At the beginning of the scheme 6 months passed prior to an officer being in post. The position then became vacant again in December 2019 for a further 10 months. The absence of an officer to lead the project, along with the pandemic, has had an impact on the ability to deliver the building grants and activities within the required timescale for the scheme.
- 4.2 In light of the events of last year, and the staffing issues, discussions have taken place with the National Lottery Heritage Fund regarding the delivery of

the scheme. It has been agreed that it can be extended for a further two years to November 2022, in order to deliver the remainder of the project. In addition the following revisions to the programme are proposed.

4.3 Activities

The Activity Plan has been reviewed and discussions are ongoing with activity leads to consider how activities will be delivered. A copy of the draft plan can be found in **Appendix 1**.

- 4.4 In summary the scheme will look to reduce or remove those activities which are currently a challenge under the current circumstances, such as Heritage Skills; reschedule those activities where time allows, such as the education programme; and look to deliver some projects differently. Alongside these proposals investigations are underway with colleagues and partners as to how connected events and activities can be delivered in the street in, order to generate activity and interest.

4.5 Building Grants

The National Lottery Heritage Fund advised in September that in light of the lack of applications this element of the project is reviewed. In particular they considered that the multiple grant programmes and caps on the amount of funding available may be putting off owners applying. Further to this changes in circumstances have resulted in some buildings being removed from the programme.

- 4.6 It is proposed that the grant scheme and level of funding offered is simplified. The distinction of key buildings and other properties will be removed along with varying grant rates. This will result in a single grant scheme offering 75% of the total cost of the works including any professional fees without any cap.
- 4.7 75% is proposed as it is considered that no party would lose out on funding already offered to support the expense of survey work, which is currently the only element of the grant which has been completed in all cases.
- 4.8 Given the limited budget available, and the desire to see that this investment is directed at those properties which have the biggest impact on the streetscene, it is proposed that grants will be targeted at individual buildings. This enables a focus on properties where funds have already been invested in survey work. The change in grants will mean an increase in funding for property owners, however it will also result in fewer buildings receiving assistance.
- 4.9 It is considered that given the short timescale in which to deliver the grant programme this reduction is necessary. The proposed scheme would deliver 11 units if successful (1 key building and 10 priority properties), close to the previous outputs of 12 priority properties and 2 key buildings agreed initially with the National Lottery Heritage Fund.

## 5. GOVERNANCE

- 5.1 Grant applications will be submitted to the Church Street Townscape Heritage Monitoring and Advisory Group for consideration. This group is chaired by the Chair of Regeneration Services Committee. The Regeneration Services Committee delegate authority for approval of grant applications to the Assistant Director (Preventative and Community Based Services) in consultation with the Chair of Regeneration Services Committee. Constitution Committee is currently reviewing services/functions that report to committees. It is proposed that Conservation will report to the Adult and Community Based Services committee. If this is agreed by Council it is recommended that the Chair of that Committee is also invited to sit on the Group. Regular update reports will be presented to that committee and the Chair will be consulted and oversee approval of grant applications.

## 6 RISK IMPLICATIONS

- 6.1 It is acknowledged that the reduction in grant offer will result in fewer buildings receiving grant and therefore a number of property owners may be disappointed. The scheme has been open for three years, and it is considered that owners have had multiple opportunities to pursue applications, however these have not been brought to fruition.
- 6.2 HBC developed a small grant scheme in 2019 offering assistance of 75% up to a maximum of £7,000. A small budget of £21k was set aside for this purpose. Only one grant has been issued to date and it is felt that the remaining budget could be used to address some of those properties that will no longer qualify for assistance through Church Street Revival.
- 6.3 The reduced Activity Programme could result in fewer individuals engaging with the project and Church Street more widely, given the current situation therefore the volunteer contributions, which is part of the overall budget could be reduced. This concern has been highlighted with the Lottery Fund and it has been agreed that this will be monitored.

## 7. FINANCIAL CONSIDERATIONS

- 7.1 The budget for the scheme has been revised using existing figures available and formula provided by the Lottery Fund to estimate the potential cost of grant works. **Appendix 2** sets out the overall funding for the scheme. The revision to the grant has resulted in a reduced contribution from Private Owners to the overall grant budget. This is due to the change in grant levels and the removal of higher value schemes from the programme.
- 7.2 The Lottery Fund provide their contribution to the scheme based on a percentage of the whole budget. The initial contribution from the Fund was 41% of the total cost of the works, the revised grant requests an increase to 44%.

- 7.3 The lottery retrospectively pay out grant, based on the agreed percentage rate therefore it is vital that the project provides the match funding required to draw down the grant.

## 8. CONSULTATION

- 8.1 Should the proposed revisions be agreed property owners will be approached and introduced to the new programme. Those owner and occupiers who have already committed to completing survey work on their property will be prioritised.
- 8.2 The Monitoring and Advisory Group for the project have been updated on the proposed changes to the scheme.

## 9. OTHER CONSIDERATIONS

### 9.1

Legal Considerations	No relevant issues
Child/Family Poverty Considerations	No relevant issues
Equality and Diversity Considerations	No relevant issues
Section 17 of The Crime And Disorder Act 1998 Considerations	No relevant issues
Staff Considerations	No relevant issues
Asset Management Considerations	No relevant issues

## 10. RECOMMENDATIONS

- 10.1 The Committee notes the current position of Church Street Conservation Area Townscape Heritage Scheme and the revised Activity Plan.
- 10.2 The Committee agrees to the updated budget proposals.

## 11. REASONS FOR RECOMMENDATIONS

- 11.1 The decision is required to ensure the process is in place to start awarding grants through the Church Street Conservation Area Townscape Heritage Project.

## **12. BACKGROUND PAPERS**

- 12.1 Regeneration Service Committee, Church Street Townscape Heritage Scheme, 18<sup>th</sup> June 2018

## **13. CONTACT OFFICER**

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Sarah Scarr  
Heritage and Countryside Manager  
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Sign Off:-

- Director of Finance and Policy ☒
- Chief Solicitor/Monitoring Officer ☒



# CHURCH STREET ACTIVITY PLAN 2020-22

## ACTIVITY PLAN MANIFESTO

- Safe: make reasonable adaptations to the activity plan to ensure safety for community participants
- Attract: create events and points of interest to draw more people to visit Church Street
- Learn and Inform: involve the community in learning about Church Street and display the information
- Enrich: Improve the visual appeal of Church Street with art and visual displays
- Accessible: ensure that Church Street is accessible and accommodating for those with mobility issues
- Collaborate: work with institutions such as education providers, local businesses and community hubs
- Nurture: Use empty shops for 'meanwhile uses' for places to display and gather. Create spaces that allow people to flourish



\*Denotes new activity idea, \*\* Denotes collaboration with others



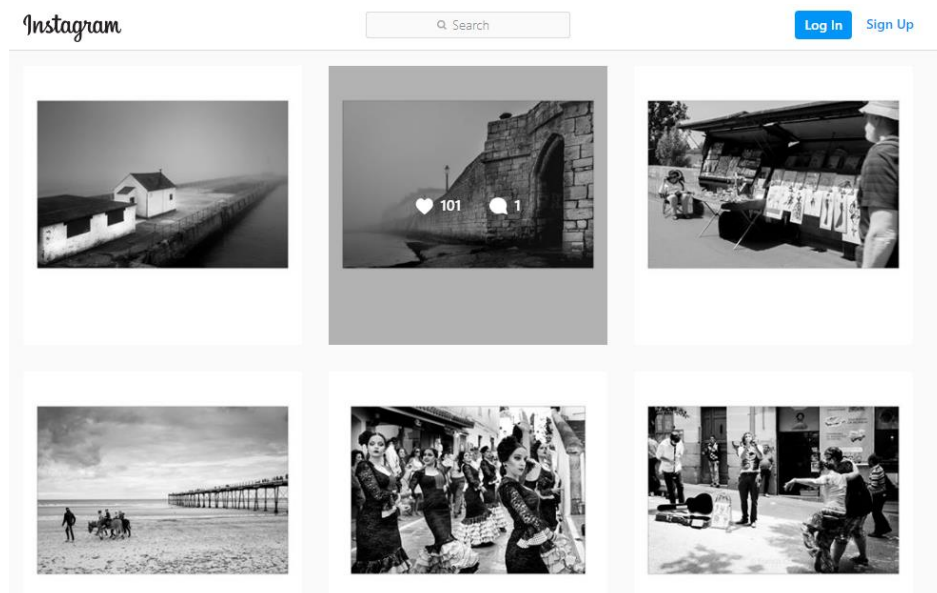
## SOCIAL MEDIA AND WEB PAGE

### Completed

- ✓ A web page to feature information on the project, grants and events
- ✓ Kept up to date with information about the project.

### Going forward

- Collaborate with RAW35 to create content for a Church Street Instagram to showcase volunteer photos and news about the project
- Update website and contact details
- Link to articles written on the street/project



## HISTORIC MAPPING

### Completed

- ✓ Involve participants in a project involving research and history of the area
- ✓ Produce memory maps and drawings in collaboration with the NSA

### Going forward

- Display the result of the project in a COVID-19 safe manner

## HERITAGE SKILLS

### Going forward

- Examine feasibility of offering webinars for heritage building skills
- Potential to offer workshops in secondary and HCFE classes depending on government guidelines. Investigate opportunities for speakers
- Possibility of street demonstrations Summer 2021 or 22
- Display externally for heritage skills or webinars on heritage skills

## BUILDING MAINTENANCE

### Going forward

- Produce and issue a leaflet with advice on maintaining historic buildings
- Heritage skills presentation videos

## EDUCATION PROGRAMME

### Going forward

- Collaboration with education and cultural officer to create a programme with schools
- Creation of resources for schools to use in future

## CELEBRATION EVENT

### To be held at the end of the project

- Tell the story of Church Street, research on the individual buildings, the uses the people
- Display documentation photos/film of changes to street
- Further events and activities to be confirmed closer to the time

## OCCUPY THE SHOP

### Completed

- ✓ Occupy the shop exhibition carried out by NSA students
- ✓ RAW35 occupying a spot in the Bis to work with volunteers
- ✓ Hive working in the Bis to give students experience

### Going forward

- Re-establish links with NSA and HCFE
- Encourage students to elect two student liaisons each between HBC, the NSA and HCFE
- Offer opportunities to students to exhibit their work
- Repair and make available council owned buildings
- Consider offering opportunities for local artists/craftspersons to display and sell their work in the form of a hub shop as a potential side project



### Temporary Uses: Hubshop, Rotterdam, Holland

Further afield Hubshop Rotterdam offers another example of social selling. They refer to themselves as a collaborative boutique, catering to designers, artisans, inventors and food makers from Holland & beyond. Hubshop is a retail platform for innovative products that are sustainable, handmade or forward thinking.

Hubshop presents a shop-in-shop umbrella approach; whereby they rent out boxes of various sizes to different designers & entrepreneurs on a monthly basis.

Source: Bedford Borough Empty Shops Information Pack



## CLOSED BUILDINGS

### Completed

- ✓ Shutters project: displaying information on the history of the street and Hartlepool.
- ✓ Development of an online booklet explaining the artwork

### Going forward

- Hoardings for buildings undergoing repairs

## \*HISTORY IN LIGHTS (WORKING TITLE)

### Going forward

- 'History in Lights' exhibition, collaboration with the community and Hartlepool Museum and archives to discover historic uses and residents of Church Street
- Project the information onto selected buildings on the street
- Run for a fortnight, approximately 5-8 buildings



## \*HYBRID TOURS

### Going forward

- Work in conjunction with the History in lights project
- Use QR codes on buildings to link visitors to information about them.



## DOCUMENTING THE CHURCH ST PROJECT

### Completed

- ✓ Commenced documentation with photography volunteers and RAW35

### Going forward

- Continue documenting changes with photography volunteers
- Establish a Church Street Instagram to display photos
- Find collaboration for filming changes
- Display the gathered documentation at the final celebration

## \*STREET ART

### Going forward

- An extension of the shutters project
- Collaborate with local artists, HCFE & NSA to create relevant murals for temporary display on hoardings on Church Street
- Murals to be related to history of Church Street, Hartlepool or the usage of building within the street

## \*\*STREET EVENT: FOOD MARKET

### Going Forward

- Create an external food fair in Church Street
- Modelled on Orange Pip Market
- To be done in conjunction with other displays and events on the street
- Tie in with heritage skills displays
- Frequency to be discussed, suggested quarterly



## ORAL HISTORY

### Completed

- ✓ Gathered memory postcards of Church Street

### Going forward

- Display the gathered memory postcards appropriately, in scrapbook or display in collaboration with the library service
- Review oral history recording project, Covid concerns with elderly. Restart if possible
- Re-establish links with Whitby Street Social Club

## \*\*FESTIVAL OF ILLUSTRATION

### Going forward

- Scheduled for 2021
- Collaborate with NSA to provide spaces for the festival to exhibit
- Look at the feasibility of expanding into a Window Wonderland exhibition on shop windows

## COMPLETED PROJECTS

- ✓ Church street logo design project
- ✓ Building recording workshop led by Tees Archaeology

## SOURCES

Henderson, A. (2020) *Heritage Open Days, Developing Digital Events*. Heritage Digital

[https://d13kxnqnhcmn2.cloudfront.net/AcuCustom/Sitename/DAM/041/Digital\\_Events\\_Guide.pdf](https://d13kxnqnhcmn2.cloudfront.net/AcuCustom/Sitename/DAM/041/Digital_Events_Guide.pdf)

Hughes, S. (n.d.) *Bedford Borough Council: Empty Shops Information Pack*. Bedford Borough Council

[https://bbcdevwebfiles.blob.core.windows.net/webfiles/Social%20Care%20Health%20and%20Community/Community%20engagement/ED021\\_14\\_Bedford-Borough-Empty-Shops-Info-Pack\\_210x210mm-v3.pdf](https://bbcdevwebfiles.blob.core.windows.net/webfiles/Social%20Care%20Health%20and%20Community/Community%20engagement/ED021_14_Bedford-Borough-Empty-Shops-Info-Pack_210x210mm-v3.pdf)

Threesixty Architecture, (2019), *A Vision for High Street Regeneration*.

<https://360architecture.com/wp-content/uploads/2020/06/A-Vision-For-High-Street-Regeneration.pdf>

## 6.1 Appendix 2:

### Funding Summary

<b><u>Funding</u></b>	Original budget	Revised budget	Variance
Owners - Private	£415,700	£218,615	-£197,085
Council - other	£340,000	£340,000	£0
Other Public Funding (LTP & LGF)	£519,500	£519,500	£0
Private (Section 106)	£222,400	£222,400	£0
Non-cash Contributions	£13,600	£13,600	£0
Volunteer Time	£144,600	£144,600	£0
NLHF	£1,136,300	£1,136,300	£0
TOTAL	£2,792,100	£2,595,015	-£197,085
NLHF Grant Rate	41%	44%	