

**NONSUCH PARK JOINT MANAGEMENT COMMITTEE
21 NOVEMBER 2016**

NONSUCH PARK HERITAGE LOTTERY FUND (HLF) – PARKS FOR PEOPLE BID

Report of the: Assistant Parks Manager, London Borough of Sutton

Contact: Dominic Aslangul (Assistant Parks Manager, LBS) and Samantha Whitehead (Streetcare Manager, EEBC)

Urgent Decision?(yes/no)

If yes, reason urgent decision required:

Annexes/Appendices (attached): HLF Parks for People guidance extract
Redevelopment proposal for former nursery and glasshouse area

Other available papers (not attached):

REPORT SUMMARY

To seek approval from the Joint Management Committee to progress with the development of an HLF Parks for People bid for the park, subject to sufficient match funding being secured.

RECOMMENDATIONS

- (1) That the Joint Management Committee approves in principle the proposal to progress with an HLF Parks for People bid for the park.
- (2) That the Joint Management Committee agrees to allocate £15,000 from the 2016/17 JMC revenue budget to appoint consultants to support the preparation of the HLF bid application.
- (3) Notes that submission of the HLF bid application will be subject to the identification and allocation of sufficient match funding towards the Parks for People bid, which will be the subject of a subsequent report to the Committee.

Notes

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1 Background

- 1.1 The Heritage Lottery Fund (HLF) has a number of different grant programmes to fund heritage projects across the UK. The Parks for People grant programme offers grants for historic parks projects of up to £5 million.
- 1.2 This report sets out proposals to develop a first-round application for the park, the timescales involved, and the financial implications.

2 Issues

- 2.1 In October 2012, a preliminary application was submitted to the HLF outlining possible ideas for a suitable project at Nonsuch Park. The Streetcare Manager (EEBC) and Assistant Parks Manager (LBS) subsequently met with representatives from the HLF in January 2013 to discuss in further detail the various options for suitable projects and the process of applying for funding.
- 2.2 A meeting was then held in May 2013 with parks volunteer groups and stakeholders to discuss ideas for a future Parks for People grant bid. This proved to be a productive meeting with several key project proposals identified. The details of the discussions were fed back to the Joint Management Committee in June 2013.
- 2.3 A working group party was subsequently set up comprising two councillors on the Committee, the Streetcare Manager, LBS Assistant Parks Manager and Democratic Services Officer to develop the HLF submission. After some consideration had been given to exploring an HLF Heritage Grant bid for the upper floors of the Mansions House, it was subsequently agreed by the Joint Management Committee that a suitable commercial letting be sought for the upper floors.
- 2.4 Bearing in mind that the HLF Parks for People programme offers the best opportunity to secure a successful grant fund bid for the park and the upper floors of the Mansion House are now being actively marketed, it is proposed that a Parks for People first round application for the park is progressed.
- 2.5 A second stakeholder meeting was held on 26th May 2016 to discuss and firm up project proposals to take forward as part of the first around application for the Parks for People bid. The feedback and discussions from this meeting have helped to shape the project proposals set out in this report, along with the feedback from the 2014 park survey.

3 HLF Parks for People Application Process

- 3.1 The application process is in two rounds. There are two submission deadline dates per year for first-round and second-round applications – February 28th and August 31st. Decisions are then made by HLF for applications each June and December respectively. Appendix 1 is an extract from the HLF manual, which sets out the different levels of information required in a first-round and second-round application.

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- 3.2 If successful at the first round application, the project enters the development phase, in which the more detailed second-round application is developed using the development grant secured from HLF.
- 3.3 Key tasks carried out in the development phase include the commissioning of necessary surveys (eg traffic and access surveys, hydrological surveys, ecological surveys etc); the preparation of an activity plan outlining the method for targeting under-represented audiences; increasing the range of volunteers and improving skills, knowledge and training; and the preparation of the 10 year management and maintenance plan. These all help to inform and shape the final project proposals for the park, which would be implemented at the delivery phase if the bid is successful and the main grant is secured following the second-round application.
- 3.4 There are ten outcomes set by the HLF that the project should contribute towards in order to demonstrate that it will make a lasting difference to heritage, people and communities. These are set out below:

Outcomes for heritage

- The park and its heritage will be better managed
- The park and its heritage will be in a better condition
- The park and its heritage will be better interpreted and explained
- The park and its heritage will be identified and recorded

Outcomes for People

- People will have developed skills
- People will have learnt about heritage
- People will have volunteered time

Outcomes for Communities

- Your local area will be a better place to live
- Negative environmental impacts will be reduced
- A wider range of people will have engaged with heritage

4 HLF Project Proposals

- 4.1 It is proposed that the project centres on the following key themes:
- a) Strengthen and promote the heritage value of the park
- Raise awareness of the rich history of the park and its Tudor connections, including improved signage and interpretation.
 - Enhance and promote the heritage trail devised by Biddle
 - Restore the chequer-work wall of flint and chalk on the east side of the house.

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- Reinststate replicas of urns and statues in the Formal Gardens
 - Repair the wall of the former greenhouse currently fenced off
 - Remove stumps and other vegetation impacting upon the containing wall and platform that protect the remains of the original Banqueting House.
- b) Conserve and enhance the park's importance for nature conservation
- Carry out improvements to habitats, woodland and pond areas in line with the actions set out in the Habitat and Woodland Management Plan.
- c) Redevelopment of the former nursery and glasshouse area
- The Voles have put forward a proposal to develop this area to create a multi-purpose space for holding volunteer activities, training courses, meetings and the propagation and growing of plants and trees. Appendix 2 provides full details of the proposals.
- d) Access, safety and infrastructure improvements
- Improve the café and public toilet facilities
 - Enhance visual appearance and accessibility of the entrances to the park
 - Upgrade existing pathways, roadways and car parks
 - Install a new hardstanding path between the lodge and the former Banqueting House site.
 - Install a higher, more, robust, metal fence around the formal gardens
 - Enhance the unfinished pre-war carriageway by creating a circular walkway that is fully accessible.
 - Install natural-style play equipment in the dog free area at the London Road end of the park.
- e) Activities and events
- An Activity Plan will be prepared in the development phase of the application, as required by HLF, outlining the method for targeting under-represented groups, increasing the range of volunteers and improving skills, knowledge and training.

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- A programme of consultation and research will be carried out to develop ideas for events and activities to be implemented at the delivery phase of the project. Examples could include a community archaeology project, heritage and nature conservation related activities, educational and creative workshops for children etc.
- 4.2 Subject to sufficient match funding being secured for the project, a HLF working group consisting of officers, councillors and representatives from key park stakeholders will be set up in order to help work up the first-round application. It is proposed that consultants are appointed to provide support to complete and, subject to further approval, submit the first round bid documentation, to include costing up of the proposals, and preparing any briefs and specifications for consultative and survey works required to be undertaken at the development phase.

5 Financial and Manpower Implications

- 5.1 The grant applicant is expected to provide at least 10% of match funding for the project. It is therefore noted that the Joint Committee would need to agree to allocate £150,000, in the case of a bid for £1.5million. This could, perhaps, be funded from the receipt due from the lease of the London Road Lodge, but this will require further consideration and a subsequent report to the Committee..
- 5.2 The value of volunteer hours proposed to be undertaken as part of the delivery of the project can help to contribute towards the match funding element of the project, on top of the minimum 10% financial contribution. Last year, the park's stakeholder groups undertook at least 5000 hours of volunteer work in the park, which would represent in the region of £75,000 of volunteer hours using HLF's current pay scale to assess the value of volunteer labour.
- 5.3 If additional in-kind funding of £50,000 were to be provided by the park's stakeholder groups based on volunteer hours linked to delivery of the project, such as through their involvement in activities and maintenance work, this could represent a total of £200,000 in match funding including the London Road Lodge receipt. Therefore, the overall project value could reach up to £2 million with HLF's support. Any further third-party funding secured towards the match funding pot, such as from park stakeholder groups interested in supporting the project, would both enable the park to secure a greater amount from HLF and also add weight to the case for securing a successful bid.

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5.4 Subject to sufficient match funding being secured for the project, it is proposed that consultants are appointed to provide support to complete and submit the first round bid documentation, to cost up the project, and to prepare any briefs and specifications for consultative and survey works required to be undertaken at the development and implementation phases, assuming the first round bid is successful. Officers from Epsom and Ewell and London Borough of Sutton met in June 2016 to identify potential in-year savings from within the Joint Committee's budget. It is recommended that the Joint Management Committee agrees to allocate £15,000 from the 2016/17 JMC revenue budget, incorporating the £10,000 sum identified by officers, to seek and appoint consultants.

6 Timetable for Implementation

6.1 The timetable for implementation is dependent on sufficient match funding being secured for the project. It is hoped that a first round application could be worked up and submitted prior to the August 31st 2017 deadline.

7 Conclusions and Recommendations

7.1 It is recommended that the Joint Management Committee:

- Approves the proposal to progress with preparations for a HLF Parks for People bid for the park.
- Agrees to allocate £15,000 from the 2016/17 JMC revenue budget to appoint consultants to support the completion and submission of the HLF bid application, subject to sufficient match funding being secured.
- Notes that, prior to submitting the HLF application, the appropriate level of match funding will need to be identified and approved.