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**Nottingham**  
**City Council**

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**Briefing notes documents:** **HAZ Project Reference Sheet.docx, Sneinton Market offer letter.docx, Heritage Action Zone Conservation Areas - small.jpg**

**Other Options Considered:**

**1) Not To Accept The Grant.** The grant represents one part in a once in a generation opportunity to enhance the historic environment within Sneinton Market Conservation Areas. The grant-aid from Historic England for the entire Heritage Action Zone programme would represent their greatest investment in any place in England by Historic England over the next 5 years. If Nottingham City Council do not take this opportunity it is unlikely that this scale of support would be made by Historic England in the future. Nottingham City Council would lose the additional benefits of the scheme provided by Historic England such as expert advice, research and promotion of the city. For this reason, this option was rejected.

**2) Apply for Heritage Lottery Funding.** Nottingham City Council could potential apply for Townscape Heritage funding from the Heritage Lottery Fund to achieve a similar result as the Heritage Action Zone. The process of application for the HLF is much more protracted and inflexible than Historic England's grants and we would not expect success in the next 5 years as we already have a Townscape Heritage programme on Carrington Street. For this reason, this option was rejected.

**Background Papers:** **None**

**Published Works:** **Heritage Strategy, Time and Place Plan, Growth Plan, Historic England Heritage at Risk register 2016, Historic England Heritage Action Zone Explanatory Notes and Guidance and process flow chart, Historic England PSiCA Guidance**

**Affected Wards:** **Dales, St Ann's**

**Colleague / Councillor Interests:** **None.**

**Consultations:** **Those not consulted are not directly affected by the decision.**

**Crime and Disorder Implications:** **The PSiCA should create a better and safer environment within the city centre. The project will bring about repairs and environmental improvements to the fabric of Sneinton Market conservation area. The project improvements will decrease the perception of crime, increase footfall and dwell times on the streets, reduce opportunities for anti-social behaviour and engender a sense of pride in the area.**

**Equality:** **Please login to the system to view the EIA document: Sneinton Market PSiCA EIA Final v4 (002).doc**

**Social Value Considerations:** **As this decision relates solely to accepting the offer of grant funding, there are no direct procurement implications, and so Social Value Considerations do not apply at this stage.**

**Relates to Council Property Assets:** Yes

**Decision Type:** Portfolio Holder

**Subject to Call In:** Yes

**Call In Expiry date:** 30/10/2017

**Advice Sought:** Legal, Finance, Procurement, Equality and Diversity, Property

**Legal Advice:** This report raises no significant legal issues. The City Council will be asked to sign a funding agreement with Historic England. It must ensure it can comply with the terms of the funding agreement and should include in any agreements which use the funding appropriate provisions such as monitoring, reporting and clawback.  
  
Advice provided by Andrew James (Team Leader Contracts and Commercial) on 13/09/2017.

**Finance Advice:** Historic England (HE) has agreed to invest resources on 17 projects in Nottingham through a Heritage Action Zone (HAZ) Delivery Plan. For each project a funding application under HE's grant scheme must be made and the whole HAZ scheme is managed through the Delivery Plan agreed between HE, NCC and partners. The total funding package for the scheme is through a combination of HE grant, private sector investment and match funding over a 5 year period. The briefing attached in the background papers contains the agreed decision making process for the schemes.  
  
Should the grant from Historic England be accepted it is a requirement of the grant that match funding of £175,500 be provided by Nottingham City Council. This match funding will be met from Property Trading Account Capital Receipts and has been agreed by the responsible Budget Manager.  
  
It is essential that all Grant conditions set out by Historic England are met and that appropriately monitoring arrangements are set up. Having a specific officer responsible for this project should ensure that all requirements are carefully managed and reduce the risk of clawback.  
  
Advice provided by Susan Tytherleigh (Senior Finance Manager) on 11/10/2017.

**Procurement Advice:** As this decision relates solely to accepting the offer of grant funding, there are no direct procurement implications. Any works or services carried out in connection with this grant must be procured in compliance with Contract Procedure Rules; the Procurement Team should be consulted to advise on the options for doing so.  
  
Advice provided by Jonathan Whitmarsh (Lead Procurement Officer) on 08/09/2017.

**Equality and Diversity  
Advice:**

**It will be important that for this to be an inclusive process that equality and diversity must be at the heart of any activity. More of the same must not be allowed to happen if the full richness of the city is to be realised through its heritage. Robust monitoring and scrutiny should be pivotal if the spirit and intent of the Equality Duty is to be enacted**

**Advice provided by Adisa Djan (Equalities and Diversity Consultant) on 12/10/2017.**

**Property Advice:**

**This funding will be used to enhance retail property in the Sneinton Market are of the City centre so will be of benefit to the City. There are no detrimental property implications**

**Advice provided by Pippa Hall (Portfolio and Investment Manager) on 13/09/2017.**

**Signatures**

**Jane Urquhart (PH for Planning, Housing and Heritage)**

**SIGNED and Dated: 20/10/2017**

**David Bishop (Deputy CE, CD for Development and Growth)**

**SIGNED and Dated: 20/10/2017**

## **NOTTINGHAM HERITAGE ACTION ZONE WILL HELP REVIVE CITY CENTRE AND REVEAL ITS HISTORY**

- **Nottingham has been chosen as one of the country's first 10 Heritage Action Zones**
- **The five-year scheme, worth £2.7m, will revitalise the city centre**
- **Public encouraged to get involved in caring for and enjoying the city's heritage**

Heritage Action Zones (HAZs) are Historic England's flagship initiative to help transform Historic Places and promote growth through heritage-led regeneration. The Heart of Nottingham HAZ comprises an exciting and innovative array of projects to help safeguard and celebrate the heritage of Nottingham. With a total budget of £2.7 million this is currently the largest and most ambitious HAZ in England. The project will breathe new life into some of the city's neglected historic buildings and sites, bringing them back into use as housing or retail spaces, and transform the city centre's 'at risk' conservation areas.

The scheme is being run in partnership with Nottingham City Council and will help to restore the city's historic character, boost tourism and create jobs. Historic England in the East Midlands will provide an estimated £1.6million to the project, with the rest to come from public and private funds. Nottingham City Council will manage and deliver the programme.

Some of the areas being targeted for regeneration are: Old Market Square and Lace Market, home to the city's Creative Quarter, which were both added to the Register of conservation areas at risk in 2016; and Sneinton Market, popular with new start-ups.

### **Heart of Nottingham Heritage Action Zone**

The principal partners in the Heritage Action Zone are:

- Historic England
- Nottingham City Council
- Nottingham Creative Quarter
- Nottingham Heritage Panel
- Nottingham Civic Society.

Between now and 2022 the aims include:

- helping owners repair and reinstate historic features in Old Market Square, Sneinton Market and the Lace Market
- publishing advice for owners of Nottingham's caves, enabling them to conserve them and improve access for the public
- funding repairs to Bromley House Library
- updating the national List of historic buildings

- working with owners to find a future for some of Nottingham's most distinctive but vulnerable buildings
- recruiting an army of volunteers to help survey buildings at risk across the city
- publishing a book on historic Nottingham, with an accompanying exhibition
- training teachers to make use of the city's heritage for education.

The successful bid by Nottingham City Council to become a Heritage Action Zone follows publication of the award-winning Nottingham Heritage Strategy in 2015. Since its preparation began the Council and local organisations have been working closely together, supported by advice from Historic England. A Panel has been established to oversee its implementation. The Heritage Action Zone will enable many of the aims of the strategy to be fulfilled. The Strategy is available at <http://www.nottinghamcity.gov.uk/article/30396/Nottingham-Heritage-Strategy>.

### **Heart of Nottingham Heritage Action Zone Projects**

Project 1 - Old Market Square Partnership Scheme in Conservation Areas

Project 2 - Sneinton Market Partnership Scheme in Conservation Areas

Project 3 - Lace Market Partnership Scheme in Conservation Areas

Project 4 - Repair Grant for Bromley House Library

Project 5 - Strategy for the proactive conservation and enjoyment of Nottingham's Caves

Project 6 - Appraisal future uses of large historic buildings throughout the Lace Market

Project 7 – Study to consider new funding mechanisms for heritage in Nottingham

Project 8 – Building at Risk Acquisition Grant

Project 9 – Historic England Designation Project

Project 10 - Grade II Building at Risk Survey

Project 11 – Historic England Research and Popular Publication

Project 12 - Exhibition to Promote the Research Book

Project 13 - Development of an Urban Room

Project 14 - Heritage Schools project

Project 15 - Heart of Nottingham Heritage Action Zone Project Manager

Project 16 – Heritage Action Zone Events

Project 17 – Local List Enhancement Project

For more information, to express an interest or to volunteer email [Alice.Ullathorne@nottinghamcity.gov.uk](mailto:Alice.Ullathorne@nottinghamcity.gov.uk) or call 0115 8761993





Historic England

Paul Seddon  
Nottingham City Council  
Loxley House  
Station Street  
Nottingham  
NG2 3NG

Direct dial: 01604 735460  
Our ref: PF/6035/0001/001

Date: 14 June 2017

Dear Mr Seddon

Funding for Local Authorities  
PARTNERSHIP SCHEMES IN CONSERVATION AREAS  
Sneinton Market

I am pleased to inform you that your Delivery Plan for a Partnership Scheme in Sneinton market has been approved, and that a grant of up to a maximum of £89,400 has been awarded for the first year. Historic England funding for subsequent financial years of the programme will be allocated at the commencement of those years.

This offer is subject to the enclosed Agreement between Historic England and your Council. Its terms and conditions are standard and are not negotiable. You will need to read it in conjunction with the booklet 'Managing Your Scheme' which contains templates and forms you will need to use in the day to day running of the scheme. This can be found on our website at: [HistoricEngland.org.uk](http://HistoricEngland.org.uk)

All queries related to the scheme should be directed in the first instance to me as I will be your main administrative contact. **Please note that the works must not commence nor should offers be made until the Agreement has been signed and returned.**

We are delighted to be able to enter into this scheme with you and look forward to a fruitful partnership in addressing the problems and opportunities you have highlighted in your Delivery Plan.



Historic England, 2<sup>nd</sup> Floor, Windsor House, Cliftonville, Northampton NN1 5BE  
Telephone 01604 73 5460 [HistoricEngland.org.uk](http://HistoricEngland.org.uk)

Please note that Historic England operates an access to information policy.

Correspondence or information which you send us may therefore become publicly available.





Historic England

Enclosed are two copies of the Agreement to be entered into between your Council and Historic England.

Please complete Clause 34 ("Staffing Requirements") of the Agreement, and then arrange for both copies to be counter-signed by a principal officer on behalf of your Council. Once signed, please keep one copy for your use and return the second copy to me.

Please note that whilst grant offers may be made at any time during the first three years beginning 1 July 2017, Historic England will continue to accept submissions for grant payment for the following two years, and up to 30 June 2020. Thus, in effect, the Agreement lasts for five years.

Yours sincerely

Sheena Charrett

Business Officer

E-mail: [Sheena.charrett@historicengland.org.uk](mailto:Sheena.charrett@historicengland.org.uk)



Historic England, 2<sup>nd</sup> Floor, Windsor House, Cliftonville, Northampton NN1 5BE

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## Equality Impact Assessment Form

**Title of EIA/ Executive Board Report: Sneinton Market Partnership Scheme in Conservation Areas**

**Name of Author: Alice Ullathorne**

**Department: Development and Growth**

**Director: David Bishop**

**Service Area: Planning**

**Strategic Budget EIA Y/N (please underline)**

**Author (assigned to Covalent):**

**Brief description of proposal / policy / service being assessed:**

To deliver an area-based heritage grant scheme as part of the Nottingham Heritage Action Zone (HAZ) Programme in Sneinton Market Conservation Areas (under Historic England’s Partnership Scheme in Conservation Areas grant stream). The aims of which will be to undertake capital grant works to reinstate and restore architectural features to properties in and around the conservation areas as well as repairs to improve the condition of buildings.

It is proposed that the works will improve visitors’ perceptions of Sneinton Market, increase the footfall, promote growth and foster a higher quality retail environment.

This is a 5 year programme to which a specialist and experienced member of staff will be recruited to (DDM 2815), which will ensure both equality and diversity is addressed when delivering the scheme.

**Information used to analyse the effects on equality:**

Click once and type. Note any relevant consultation and who took part; refer to or hyperlink to document(s) if needed. The Nottingham Heritage Panel and the Heritage Partnership (community heritage forum) helped shape the development of the project. The Heritage Panel and Partnership are reflective of the Heritage Sector within the city. In the future both bodies we will be developing outreach to engage with all communities to reflect the makeup of the city as a whole. There will be consultation with citizens within evaluation at the beginning, end and throughout the project to capture the impact of the project including the effects on all communities. The project initiation consultation will be managed through the Nottingham City Council consultations team who engage with focus groups from all communities. We will also promote the grants to all communities through our communication plan.

	<b>Could particularly benefit X</b>	<b>May adversely impact X</b>
People from different ethnic groups.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Men	<input type="checkbox"/>	<input type="checkbox"/>
Women	<input type="checkbox"/>	<input type="checkbox"/>
Trans	<input type="checkbox"/>	<input type="checkbox"/>

<b>How different groups could be affected (Summary of impacts)</b>	<b>Details of actions to reduce negative or increase positive impact (or why action isn’t possible)</b>
1. Within the Heritage Action Zone (HAZ) area there will be grants available to enhance heritage and boost growth. These opportunities will be available to all communities with a fair and transparent grant process.	1. Grant decisions will be made with due regard to NCC policies including Equality and Diversity policies and with transparency and clear auditing. All decisions will be made by a grants panel made up of Councillors, Officers, Heritage

Disabled people or carers.	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy/ Maternity	<input type="checkbox"/>	<input type="checkbox"/>
People of different faiths/ beliefs and those with none.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lesbian, gay or bisexual people.	<input type="checkbox"/>	<input type="checkbox"/>
Older	<input type="checkbox"/>	<input type="checkbox"/>
Younger	<input type="checkbox"/>	<input type="checkbox"/>
Other (e.g. marriage/ civil partnership, looked after children, cohesion/ good relations, vulnerable children/ adults).  <b><i>Please underline the group(s) /issue more adversely affected or which benefits.</i></b>	<input type="checkbox"/>	<input type="checkbox"/>

<p>2. The project will provide opportunities for volunteers who have an interest in the historic research in the city centre and a survey of grade II buildings within the wider Heritage Action Zone Programme. Historically the volunteers have been either young people wishing to gain experience or older people who have both experience and free time to assist with research and presenting their findings.</p> <p>3. Through the Heritage Partnership in the city we are engaging with all communities identifying those that have not traditionally engaged with heritage and creating opportunities to participate or benefit from projects, such as BME communities, the elderly and young.</p> <p>4. Projects within the Heritage Action Zone Programme include events and research to increase citizens understanding of the heritage of Nottingham through which we hope to reach all different communities and groups within the city, such as BME communities, the young and old.</p>	<p>Panel members and community representatives. Community representatives will reflect the local community and be sought through engagement with councillors. Decisions will be publically accessible and subject to criteria for the scheme. This will be set up at project inception.</p> <p>The Heritage Action Zone Programme will include heritage skills opportunities for young people.</p> <p>2. Events, opportunities and communications about the scheme will be aimed at reaching all citizens to give equal opportunity to all to engage with the project. For example, communications will be shared through Nottingham City Council BME, DESN and LGBT staff networks as well as external scrutiny groups reflecting key protected characteristics.</p> <p>3. Through a separate funding scheme we are applying for funding to support the Heritage Partnership (community heritage forum) including mapping heritage groups and outreach to engage with communities that have not traditionally participated in heritage project giving all citizens equal opportunity to engage with shared histories within the city. The application is for c.£21k to pay for community facilitators to develop the partnership. The application will be submitted in Autumn 2017.</p> <p>4. Events, opportunities and communications about the scheme will be aimed at reaching all citizens to give equal opportunity to all to engage with the project. For example, communications will be shared through NCC staff networks</p>
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and focus groups.

**Outcome(s) of equality impact assessment:**

- No major change needed  •Adjust the policy/proposal  •Adverse impact but continue
- Stop and remove the policy/proposal

**Arrangements for future monitoring of equality impact of this proposal / policy / service:**

Note when assessment will be reviewed (e.g. Review assessment in 6 months or annual review); Note any equality monitoring indicators to be used; consider existing monitoring/reporting that equalities information could form part of.

As part of the Historic England Funding conditions there will be a requirement to monitor the activities delivered within the project, the frequency of which will depend on the activity. The method of monitoring and evaluation will include online feedback, number counts, questionnaires all of which will capture data relating to the protected characteristics.

**Approved by (manager signature):**

The assessment must be approved by the manager responsible for the service/proposal. Include a contact tel & email to allow citizen/stakeholder feedback on proposals. Paul Seddon  
[Paul.seddon@nottinghamcity.gov.uk](mailto:Paul.seddon@nottinghamcity.gov.uk)  
Telephone 0115 87 62797

**Date sent to equality team for publishing:**

Send document or link to:  
[equalityanddiversityteam@nottinghamcity.gov.uk](mailto:equalityanddiversityteam@nottinghamcity.gov.uk)  
**Date: 12/10/2017**