

# Nottingham City Council Delegated Decision



**Nottingham**  
**City Council**

**Reference Number:**

**2990**

**Author:**

**Alice Ullathorne**

**Department:**

**Development and Growth**

**Contact:**

**Alice Ullathorne**

**(Job Title: Heritage Strategy Officer, Email: [alice.ullathorne@nottinghamcity.gov.uk](mailto:alice.ullathorne@nottinghamcity.gov.uk), Phone: 0115 8761993)**

**Subject:**

**Old Market Square and Lace Market Partnership Scheme in Conservation Areas**

**Total Value:**

**£928,500 (Type: Capital)**

**Decision Being Taken:**

- 1) To accept the Historic England funding offer for a Partnership Scheme in Conservation Areas in Old Market Square and the Lace Market conservation areas as part of the Heart of Nottingham Heritage Action Zone detailed in the Heritage Action Zone Delivery Plan; and**
- 2) Delegate authority to the Chief Planner to negotiate and sign the funding agreements with Historic England and the private sector as described within the funding and match parameters set out in the report to enable the efficient delivery of the scheme.**

**1.1 Heritage Action Zones (HAZ) are a new Historic England programme for investment in places using multiple approaches, grant aid and Historic England expertise to unlock barriers to heritage-led regeneration and safeguard significant heritage assets. A HAZ provides a targeted response to the economic, social and environmental needs of the area. Council investment in heritage-led regeneration and place-making in the heart of Nottingham will promote growth and support of businesses in line with the Nottingham Growth Plan and the Government's emerging Industrial Strategy.**

**1.2 Historic England have designated a HAZ in Nottingham based on a Delivery Plan agreed in March 2017. The HAZ proposal included an agreement in principle for 17 Historic England grant-funded projects over five years focussed on tackling Heritage at Risk in the city. For the grant-funded projects delivered by Nottingham City Council (NCC) individual grant applications will be made with a decision at the point of offer.**

**1.3 As agreed with Historic England at the initiation of the Nottingham Heritage Action Zone, each project stands alone within the HAZ programme and does not commit the city council to delivery of the entire programme of 17 projects (for instance if funding is not available or priorities change). Each project will be subject to a separate decision-making process and will not be reliant on the other projects for delivery or resources.**

**1.4 The Heritage Action Zone scheme results from the award-winning Nottingham Heritage Strategy and the efforts of Nottingham City Council over the last few years to develop relationships with heritage partners. The Nottingham HAZ programme will be of national significance representing Historic England's largest investment in any place in England over the next five years.**

**1.5 Of the 31 conservation areas in the Nottingham City Council area 13 are at risk from a variety of factors from inappropriate change, traffic, vacancy at ground and upper levels, dereliction and deteriorating retail conditions. An analysis of the conservation areas has identified a number of strategies for reducing risk, proactively managing change in the historic environment and safeguarding the heritage of Nottingham. The central theme of the Heritage Action Zone would be to transform the historic heart of the city and to improve its gateways to the east and west including the conservation areas at the Old Market Square, Lace Market and Sneinton Market, removing all three conservation areas from Historic England's Heritage at Risk Register.**

**1.6 Improving the quality of the historic environment within these areas would help aid regeneration, build confidence/local pride and produce the economic conditions for growth and recovery. This would have positive benefit on the instance of crime and the health and well-being of citizens. Many individual derelict buildings have remained in a poor condition for decades and will not be resolved without recourse to public funds. A small investment in these areas would help to deliver great economic and social benefits through kick-starting the regeneration of the areas and acting as a catalyst for future economic growth and inward investment.**

**1.7 Historic England have made an offer of £551,500 to Nottingham City Council for a Partnership Scheme in Old Market Square and Lace Market Conservation Areas (Old Market Square and Lace Market PSiCA). The benefits of the schemes would be:**

- Up to 30 shopfronts replaced, repaired and repainted enhancing the conservation area and reinstating historic details**
- Studies to assess the condition and future uses for Listed and Historic Buildings within the conservation areas**

- **Repair funding for Listed and Historic Buildings in the conservation areas**
- **Study to investigate innovative funding mechanisms for heritage in Nottingham**
- **The condition of up to 20 historic buildings is improved by a high level maintenance and repair scheme**
- **£551,500 funding from Historic England funding for an area grant scheme in the Old Market Square and Lace Market conservation areas leveraging an additional £297,250 private sector investment to restore historic details such as shopfronts, reduce clutter, address poor condition and tackle key buildings that have caused long-term blight**
- **Funding would help remove both conservation areas from Historic England's Heritage at Risk Register, as well as addressing up to 8 listed buildings on Nottingham City Council's Buildings at Risk list**
- **The transformation of the historic heart of the city for citizens and visitors as well as improving our retail offer by creating a higher quality shopping environment**
- **The Heritage Action Zone would build on the city council's investment to transform the Old Market Square**
- **Nottingham has gained a Heritage Action Zone in the first wave of this new proactive approach to conservation using a range of different types of Historic England and Council resources to unlock heritage at risk.**

**1.8 Old Market Square and Lace Market Partnership Scheme in the Conservation Areas will be an open third-party grant scheme accepting applications from small businesses within the conservation areas for the restoration of historic details or repairs. A grants panel made up of councillor, the Nottingham Heritage Panel and Citizens will scrutinise applications and give recommendations based on the quality of the grant application and the fit against the priorities of the project.**

**1.9 Acceptance of the grant**

**offer for Old Market Square and Lace Market Partnership Scheme in Conservation Areas is a Delegated Decision, as it involves revenue income and expenditure between £50,000 and £999,999.**

**1.10 To accept this decision would bring in £551,500 of Historic England funding, with c.£79,750 Nottingham City Council (Planning Service and Property) match funding contribution and c.£297,250 of private investment as set out in the HAZ Delivery Plan.**

**1.11 The match contribution for the Old Market Square and Lace Market PSiCA from Planning budget will be met through income generation and fee income across the 5 year HAZ period. Cash contribution from NCC would secure nearly 7 times the value in grant aid from Historic England, including the refurbishment of NCC properties, as well as significant private sector investment in the city centre.**

**1.12 The costs are indicative at present due to uncertainty in the take up of grant-aid by private sector businesses and the full cost of repairs for projects has not been established.**

**1.13 The City Council has successfully managed similar schemes and is fully aware of the terms and conditions of the grant. As long as the City council has the staff resources to deliver the project (identified within the costs in the Delivery Plan) this should be a minimal financial risk to the NCC. The capacity to deliver the project will be secured through a new HAZ Officer post (DD 2815).**

**1.14 This PSiCA application was reviewed by the Project Assurance Group on 18th August 2017. The recommendations of the Panel have been actioned as part of the management of the project.**

**1.15 Contractors directly procured by NCC would be subject to the council's procurement protocols.**

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

**Other Options Considered:** **Not To Accept The Grant.**  
**2.1** The grant represents one part of a once in a generation opportunity to enhance the historic environment within Old Market Square and Lace Market Conservation Areas at the Heart of Nottingham. 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.  
  
**Apply for Heritage Lottery Funding**  
**2.2** Nottingham City Council could potential apply for Townscape Heritage funding from the Heritage Lottery Fund (HLF) 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:** Nottingham 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:** Arboretum, Bridge, 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 Old Market Square and Lace Market conservation areas. 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: Old Market Square and Lace Market PSiCA EIA Final v3.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.

**Decision Type:** Portfolio Holder

**Subject to Call In:** Yes

**Call In Expiry date:** 09/11/2017

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

**Legal Advice:** The grant funding agreement will inevitably have conditions attached to it which the Council will need to adhere to. In accepting those conditions the report author should satisfy themselves that those grant conditions are not unduly onerous and that any required outputs or outcomes are deliverable in order to avoid any possibility of clawback. Advice provided by Malcolm Townroe (Director of Legal and Governance) on 29/09/2017.

**Finance Advice:** Advice is contained in attachment Advice provided by Susan Tytherleigh (Senior Finance Manager) on 29/09/2017.  
Advice documents: HAZ Old Market Square.docx

**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 04/09/2017.

**Equality and Diversity Advice:** It will be important that work to ensure the partnership is representative of the city is enacted at an early stage. Inclusivity represents the spirit and intent of the public sector equality duty and diversity in its broadest sense must run through the heart of the heritage ambitions and programmes/projects that will follow the funding. Advice provided by Adisa Djan (Equalities and Diversity Consultant) on 18/10/2017.

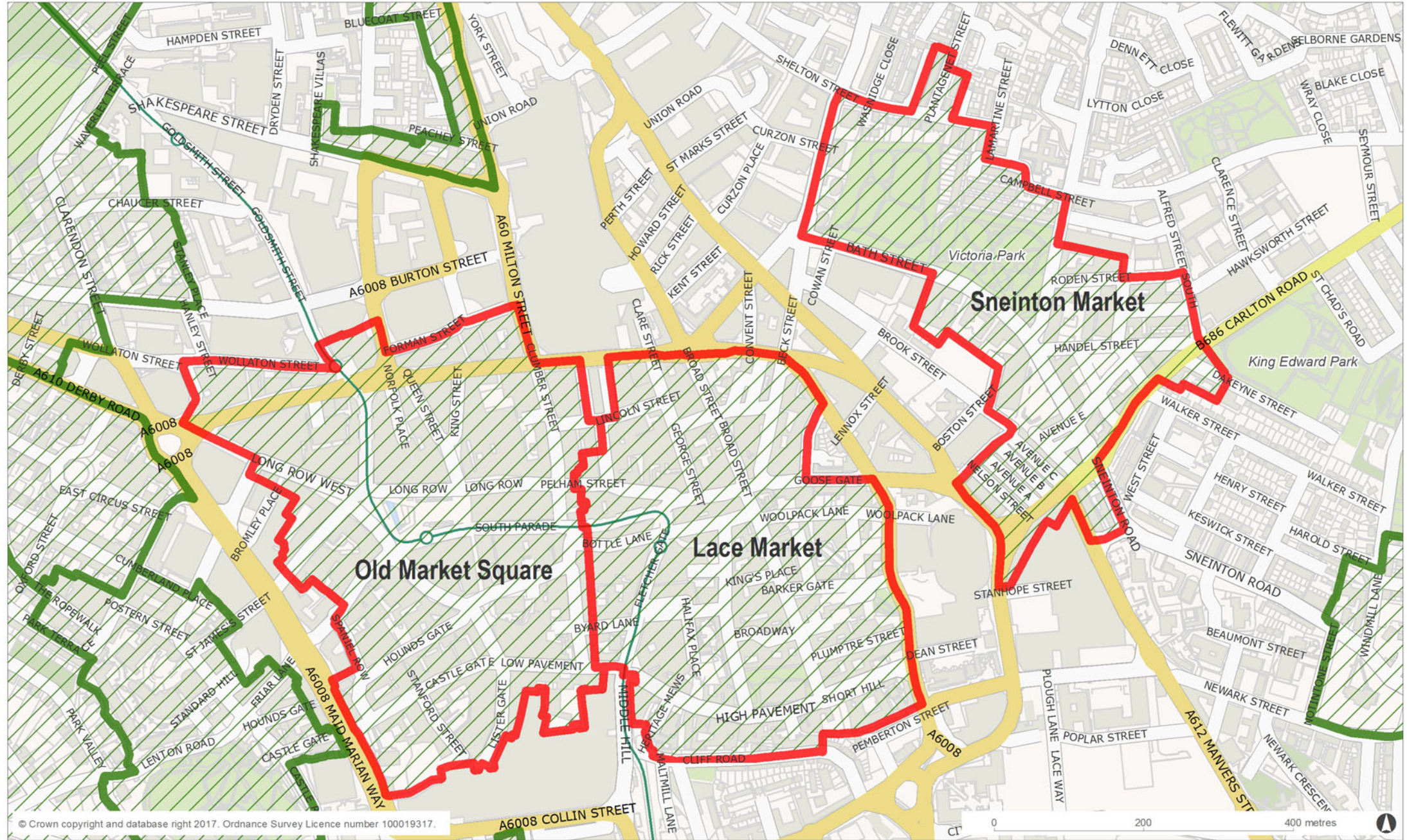
**Property Advice:** The aim of the grant is to provide financial assistance to property owners to improve and enhance property in specific conservation areas in the City. This will be of benefit to the City. Advice provided by Pippa Hall (Portfolio and Investment Manager) on 17/10/2017.

**Signatures**

Jane Urquhart (PH for Planning, Housing and Heritage)
SIGNED and Dated: 02/11/2017
David Bishop (Deputy CE, CD for Development and Growth)
SIGNED and Dated: 31/10/2017



# Three Conservation Areas at the centre of the proposed 'Heart of Nottingham Heritage Action Zone'



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-  All Conservation Areas
-  Proposed 'Heart of Nottingham Heritage Action Zone' Conservation Areas



## **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  
Old Market Square and Lace Market

I am pleased to inform you that your Delivery Plan for a Partnership Scheme in Old Market Square and Lace Market has been approved, and that a grant of up to a maximum of £110,000 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: Old Market and Lace 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 Programme in Old Market Square and Lace 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 the City Centre, increase the footfall, promote growth and foster a higher quality retail environment within the heart of Nottingham.

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 Nottingham City Council 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>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>2. The Heritage Action Zone Programme will include heritage skills opportunities for young people.</p> <p>3a Events, opportunities and communications about the scheme will be aimed at reaching all citizens to give equal opportunity 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>3b 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</p>
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**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: 17/10/2017**

## Financial Comments for DD: Old Market Square and Lace Market Partnership Scheme in Conservation Areas

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 a grant from Historic England be accepted it is a requirement that there is match funding required of £79,750 for the Old Market Square and Lace Market project from Nottingham City Council. This amount has been identified by the Budget Managers to come from Planning income. The Planning element will be met through income generation and fee income across the 5 year HAZ period. Given the current financial pressures across the Council it is recommended that a Reserve is set up and when income has been generated for use for this match, it is moved into the Reserve. It is recommended that the budgets are adjusted to show this commitment and that this is split equally across each year of the scheme so as not to place unnecessary pressure on the services budgets. It should be noted that there is a risk of this income not being available due to current budget pressures. It will be the responsibility of the HAZ Officer to ensure that any income is earmarked accordingly or alternative funding is sourced from the Planning and Property services to ensure that the match element is in place.

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.

Susan Tytherleigh  
Finance Business Partner – Development and Growth  
29 September 2017