



Report of the North East Area Manager

North East (Inner) Area Committee

Date: 26th March 2007

Subject: Chapeltown Townscape Heritage Initiative

Electoral Wards Affected: Chapel Allerton	Specific Implications For: Equality and Diversity <input type="checkbox"/> Community Cohesion <input type="checkbox"/> Narrowing the Gap <input type="checkbox"/>	
Council Function <input type="checkbox"/>	Delegated Executive Function available for Call In <input checked="" type="checkbox"/>	Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/>

Executive Summary

This report sets out the details of how the Chapeltown Townscape Heritage Initiative will be developed and managed over the next 8 months to meet the deadline for the Stage 2 Submission in October 2007. It provides details of the reporting structure and management arrangements for the scheme, with timescales and key milestones. It also requests that the Area Committee commission £15,000 from the Well Being Fund towards the project development costs.

Purpose of this Report

1. The purpose of this report is to outline how the Chapeltown Townscape Heritage Initiative (THI) project will be developed and managed over the next 8 months. It provides details of the reporting structure and management arrangements for the scheme, with timescales and key milestones.

Background Information

2. Members were informed at the February North East (Inner) Area Committee of the success of the Stage 1 bid to the Heritage Lottery Fund for Townscape Heritage Initiative funding for Chapeltown. A similar bid for Armley has also been successful. The award is worth £802,000 for Chapeltown and £1.1m for Armley, plus a total of £697,000 public sector match funding and up to £538,000 private sector contributions.
3. The THI funding provides an opportunity to improve the physical environment of Chapeltown, complementing other regeneration initiatives in the area. It aims to safeguard the existing stock of Victorian and Edwardian houses and commercial buildings, particularly those which are highly visible properties on Chapeltown Road.
4. A development grant from the Heritage Lottery Fund of £25,000 was awarded for each scheme to take the project forward to the Stage 2 submission. This grant is required to be matched by each area in order to fund project management of the scheme and the commissioning of a specialist heritage architect.
5. The Stage 2 submission, in the form of a delivery plan, must be made by 31 October 2007, otherwise the Stage 1 approval will lapse. The Stage 2 Delivery Plan will need to meet the following objectives:
 - Production of a conservation area appraisal and management plan,
 - Prepare a communications strategy to engage partners, the public and local stakeholders,
 - Undertake design analysis with a view to improving public realm and shops façade,
 - Prepare a training plan,
 - Prepare 'conditions survey' of all THI properties,
 - Prepare a formal risk assessment for each area,
 - Prepare public realm management plan,
 - Prepare inventory of ownerships, uses and property value,
 - Examine the risk assessment developed as part of the Stage 1 bid and update in the light of the above,
 - Undertake a feasibility study into the technical constraints and statutory requirements that affect each development site.

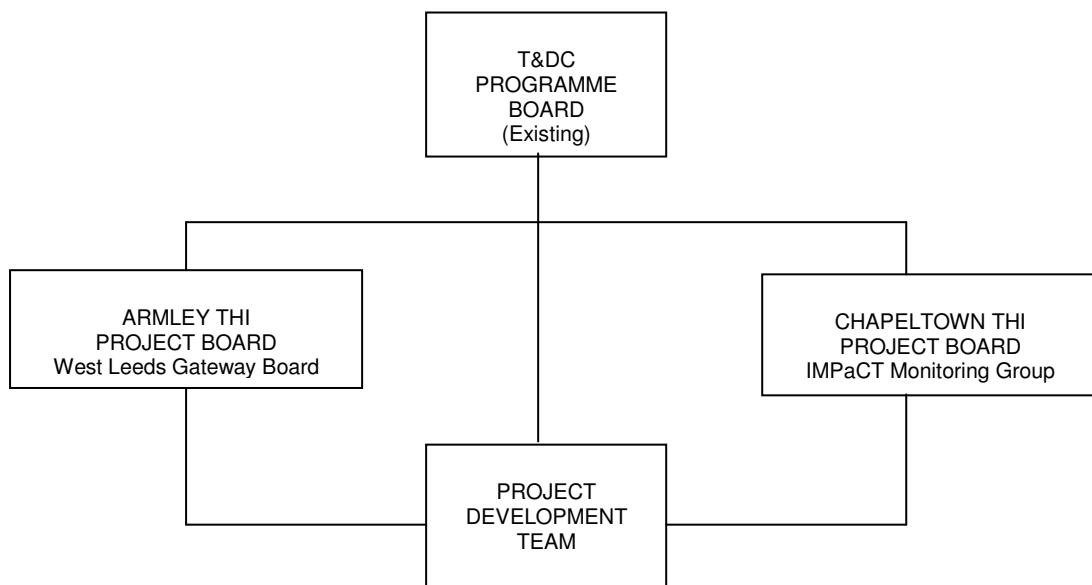
Management of the Scheme

6. The North East and West District Partnerships are acting as the clients for this scheme to reflect the need for a partnership approach. Each of the two Partnerships will monitor progress through receiving regular progress reports.
7. A potential link between the Chapeltown THI and the Town and District Centre

Regeneration funding is being explored due to the similarity in outcomes of both programmes. Both contribute to the physical regeneration of a local centre, with an emphasis on physical regeneration. The day to day project management for both programmes is provided by the Project Development Team (Figure 1), which is made up of officers from the Council's Neighbourhoods and Housing Department along with specialist design support from Development Department's Strategic Design Alliance.

8. Consideration has also been given to the provision of a Project Board function for both the Chapeltown and Armley THI schemes, in order to provide local oversight to the development of each scheme.
9. The preferred option for the THI schemes is to set up a Project Board specifically for each scheme which will be overseen by the T&DC Programme Board. Rather than create a further group, it is proposed to offer the role of Project Board to an existing group. For Chapeltown, the proposal is to offer this role to the IMPaCT Partnership's Monitoring Group.

Figure 1: THI Reporting Structure



10. The role of the Project Board in relation to the development of the bid would be to:

- ensure a partnership approach, in particular with the voluntary and community sector,
- monitor the progress of the project,
- recommend the final proposal to Programme Board for approval.

11. Chapeltown Ward Members will be consulted on the project through regular briefings at their Ward Member meetings with the North East Area Management Team. The Area Committee will receive a report on the delivery plan in Autumn 2007.

Involving Local Communities

12. The Project Development Team officers will work with the local communities to encourage public engagement and interest in the scheme and the local heritage of Chapeltown. Regular reports will be provided to the IMPaCT Partnership. Early discussions have been held with Groundwork and the Civic Trust to explore projects which encourage interest from residents in their local heritage.
13. Further consultations will be held with individual property owners and businesses as the scheme is developed.
14. It is proposed for the scheme to provide training opportunities in heritage building construction and renovation skills, specifically for local trainees through an apprentice scheme in conjunction with the Leeds College of Building.

Key Milestones

15. The Stage 2 bid will form the implementation plan for the 5 year lifespan of the Townscape Heritage Initiative. The key milestones up to the submission of the Stage 2 bid in October are outlined in the table below.

Topic	Timescale
Produce Stage 2 Work and Resource Plan (see Appendix A) Initiate Project Team and reporting arrangements Capital programme submission Progress reports	Q3 2006/7
Confirm LCC match to access £25K HLF development grant Engage stakeholders (inc private sector) Progress reports Programme Board meet (initiation oversight) Appoint consultant	Q4 2006/7
Local consultation events Training / Local capacity building event(s) Initial Draft Stage 2 Bid produced Progress reports Project Team to meet HLF appointed Monitor	Q1 2007/8
Programme Board meet (to review draft) Define Conservation Area Implement Article 4 Direction Approvals > Programme Board / District Partnerships Presentation of bid to HLF	Q2 2007/8

Programme Board meet (to sign off Stage 2)
Submit Stage 2 (1 October 2007)
30 days contingency (to 31 October 2007)

[HLF determination within 3-4 months.]

Resource Implications

16. The Heritage Lottery Fund (HLF) has provided the City Council with a development grant of £25,000 towards project management and specialist architect's costs for the Chapeltown area. The HLF expect this to be match funded by the local area. The North East Area Management Team has been able to contribute £10,000 in the current financial year, provided by a surplus in the staffing budget.
17. The Area Committee is requested to commission £15,000 from the 2007-08 Well Being Budget to make up the remainder required. The initiative has been highlighted as a specific action in the Area Committee's 2007-08 Area Delivery Plan. It will be a key project for the area and will significantly improve the physical environment of Chapeltown Road both as a gateway to other parts of North East Leeds and for local residents and businesses.
18. The public sector match funding required for the implementation of the scheme will be the subject of an application to the Council's capital programme. Private sector contributions will be provided by individual property owners. It is anticipated, therefore, that the project as a whole will bring approximately £1.3m of investment into the Chapeltown area.

Recommendations

19. Members of the Area Committee are asked to support the development of the Chapeltown Townscape Heritage Initiative and to commission £15,000 of the 2007-08 Well Being Fund towards the match funding required to develop the Stage 2 submission.