

HERITAGE ACTION ZONE PROJECT

PROJECT HIGHLIGHT REPORT

Project Name: Heritage Action Zone	Project Manager: Karen Staples	Project Status (RAG)

Report Date: June Highlight Report (10 th July 2019)	Report originator: Karen Staples
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Commentary

Significant number of community and heritage events this month as well as dissemination. The PSICA scheme enquiries are waiting to turn into full applications, we hope to see this happening over the next few weeks. Work on the Scores continues with discussions with SCC and Norse, emergency repair work on Mariners Archway started on 1st July.

July's report will see things having moved ahead significantly in several of the work packages, this will be released shortly.

Progress against plan

WP No.	Work Package	Lead	Timeline	Status/Comment	RAG
WP1	Programme Management	Karen Staples	1/5/2018 to 31/03/2023	<p>Communications -</p> <p>HAZ social media working really well. KE is monitoring social media results.</p> <p>Links to other projects:</p> <p>Attended meeting 10th June with Wayne Hemmingway to discuss town centre regeneration and best practice examples that are applicable to the HAZ</p>	
WP2	Baseline Study	Emma Chapman	1/5/2018 to 31/01/2019	<p>Baseline report sent out to partners. Next steps are to plan the collecting of data for evaluation of year 1 against the baseline, report to October HAZ Board</p>	
WP3	Deepening Our	Wayne Cocroft	01/05/18 to 31/03/20	<p>Whapload research reports awaited.</p> <p>The landscape/parks report awaited</p>	

	Understanding (Research)			Shop front research has been finalised finalised.	
WP4	Listings	Melissa Thompson	01/10/2018 to 31/03/23	The end-goal is for the cases to be finished by June/early July.	
WP5	Policy	Liz Martin (Conservation Appraisal) Liz Martin (HAZ Design Guide) Karen Staples (Town Centre Vision) BAR Policy (Karen Staples)	01/10/2018 to 31/03/20	Conservation Appraisal – delayed however Shop front guide has now been released, so this work should now be able to move forward. HAZ Design Guide – Place Services have begun their work on design guide and work is going well. BAR Policy – A BAR project delivery is due in July – actions from May meeting to be carried out.	
WP6	Grants	Karen Staples (PSiCA) Vicky Cotterill (Housing Renovation Grants)	01/04/2019 to 31/03/22	PSiCA scheme opened on 1 st April 2019, We have had 6 enquiries so far and so we are confident that people are interested. We also have the priority list of properties that we will be proactively targeting. The 6 enquiries have had initial assessment visits and applicants are getting quotations etc, it is acknowledged that this will take time, but we are sending out emails to follow up and check that they are still intending to apply. The next step is to make contact with properties on the PSiCA priority list. When the visit of the Chair of HE is confirmed this could provide a good opportunity to promote the grant scheme again (13 th Sept). Purcell carried out a site visit on 7 th June with Ed James, Liz martin, Mel VdP and Karen S being present. We have updated them on the scheme and will check in with them in a month's time to see where things are.	
WP7	BAR Delivery Plan	Karen Staples	01/10/2018 to 31/03/23	BAR Delivery Plan– Project Team Meeting. The Priority Buildings list was agreed and an Action Plan was set up on	

				<p>an excel sheet that will be live document for those BAR, that will be updated each meeting. The BAR Strategy Template had some amendments and the strategy document needs to be written. The BAR Strategy Action Plan includes other elements such as training etc, next steps include plans to implement these activities.</p> <p>BAR – 88 High Street – Old Curios Shop – KS, VC, MvdP met owner Mr Turnham on 13th May. He agreed to fence off back of property and advised he aims to restore building. He was interested in Housing Renovation Grants and PSiCA grant scheme. As of end of June fencing work had not been carried out VC to contact him again urgently.</p>	
WP8	Town Hall Restoration	LTC – Shona Bendix	01/05/18 to 31/03/23	<p>Tender evaluation meeting to take place 4th July.</p> <p>LTC are working on the emergency works and condition survey has been carried out.</p>	
WP9	New Housing Development	Peter Goodrick	01/04/2019 to 31/03/23	<p>As in WP8 aim is to do a joint feasibility for the Mariners Site alongside the Town Hall.</p> <p>MvdP has held initial discussions with developers looking at site on car park next to art centre on triangle market for housing. MvdP will be speaking to Place Services as part of Design Guide work to ensure that preplanning advice is consistent with design guide requirements within the HAZ area. More info will follow on this as it progresses.</p>	
WP10	Community Engagement	Karen Staples	01/05/2018 to 31/03/23	<p>Have continued to inform and raise awareness of the HAZ project with internal and external stakeholders.</p> <p>Community:</p> <p>HAZ residents community group: “The most easterly community group” held their first event on Sunday 2nd June as part of national “Big Lunch” campaign. They had lunch on the Triangle Market place it went extremely well, with a good turn out.</p>	

				<p>Attend the Most Easterly Community Group meeting 3rd June to present on the HAZ and provide information as to how the project can support and work with group – went well. Well attended.</p> <p>Heritage Event 14th /15th June East Coast College Heritage event. Stand taken for HAZ</p> <p>Presented HAZ to elected district council members 17th June – Cllr Janet Craig and Tess Gandy</p> <p>HAZ Stand at First Light Festival 22/23 June</p> <p>HAZ presentation to Scores Volunteers 27th June Business Support</p> <p>Have been working with the Lowestoft and Lowestoft HOD steering group on plans for HODs in September.</p> <p>Have also been working with Jo Leverett (the Ness) on Heritage Open Day events in the HAZ. Plan to hold at the Town Hall (Friday 13th Sept for HE visit). Other HOD activities planned so far in the HAZ : opening of 149 High St, HAZ shop. 59, 30, 36 are opening 14th Sept weekend. The Heritage Centre are open weekend of 14th and 21st Sept. and have the Scores Display in the Flint House and Scores Trail walks will start from here.</p> <p>HODS organisers are trying to see if the Crown Brush Factory will open.</p> <p>We will be notifying businesses in the HAZ of the HOD events and seeing how they would like to get involved. The community group are aware and many of these people are opening their individual properties and are involved in organising HODS. Yet to be confirmed if the community will do anything as a group.</p>	
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				Thinking Places: Continued working on “Thinking Places” with MWT and wider East Suffolk Council/Ec Regen team. This work will continue as part of ESC work on inward investment.	
WP11	Connectivity	Karen Staples	01/05/2018 to 31/03/23	<p>Scores:</p> <p>Repair work to Mariners archway will take place on 1st July.</p> <p>An initial structural survey is planned for 12th July by TMP Halesworth. A detailed project plan to be completed for further restoration work on Scores.</p> <p>We are now looking at a fly tipping campaign on the HAZ. Residents have been given contact details for flytipping in HAZ newsletter and Norse will put anti flytipping stickers on commercial bins at top of Scores.</p> <p>Ultimately there is a significant amount of enforcement work within this area. It has been raised as a project issue as a need for more resource for enforcement.</p>	
WP12	Redevelopment of Triangle Market	Shona Bendix	01/05/2018 to 31/03/23	Project to be developed. The project that is to be planned on the restoration of the Scores and public realm on the high street, as well as the information that will be provided in the new HAZ design guide will need to tie in closely to plans for the Triangle Market.	
WP13	“The Ness” Park	Emma Chapman (Interim)	Complete by December 2019	Project is ongoing with aim for contractors to be on site at the start of July.	
WP14	Monitoring and Evaluation	Karen Staples	01/05/2018 to 31/03/2023	<p>We have just submitted 18/19 quarter national indicators information.</p> <p>We are currently arranging collection of end of year 1 data for comparison against baseline.</p>	

				Quarterly monitoring for PSiCA scheme submitted to HE June 2019 – all in order Jo Robinson replied and confirmed receipt	
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Budget:

Work Package:	Original planned cost	Current agreed planned cost	Latest Estimated cost	Status/comment	RAG
WP1 Programme Management				Core budget £1k per annum – year 19-20 needs moving into budget Agreed to fund lunch on 13 th Sept for HODs presentation/Sir Laurie visit to come from core HAZ budget	

Next Steps

Work Package:	Action:	Deadline:
WP1 Programme Management	Meet with Sarah Foote LTC and Jo Leverett re plans for 13 th Sept event and weekend 21/22 HODs Make amendments to Delivery Plan re personnel changes and also changes to work packages – include Scores Restoration	June 2019
WP2 Baseline	Plan for monitoring end of year 1	June 2019
WP3 Deepening our understanding (research)	Research reports awaited	summer 2019?
WP4 Listings	Depending on gaining access, consultation reports to all interested parties for comment by 21 December, final assessments by the end of January. After internal QA, recommendations will be sent to the DCMS, notification to the interested parties of the outcomes by the end of the financial year (March 2019).	July 2019?
WP5 Policy: Conservation Appraisal Design Guide Town Centre Vision BAR Policy	Part CAA report received, final to follow – awaiting research and listings info Town centre vision - To be led by regen manager – work part of High Street Vision Funding	CAA to be adopted 1 st October 2019 (*this may change as awaiting listings and research info) EOI submitted 22 nd March – central

	BAR Policy/Strategy/plan – next meeting	government decision expected summer 2019 3 rd July 2019
WP6 Grants: PSICA Housing Renovation Grants	PSICA grant scheme launch – initial enquiries – now await first formal application Check with housing whether any further enquiries in haz area	Ongoing July 2019
WP7 BAR Plan	BAR Policy/Strategy/plan – as in WP5 – next meeting 4 th July	4 th July 2019
WP8 Town Hall	Evaluation of Feasibility tender	4 th July 2019
WP9 New Housing Development	Focus on new design guide and mapping of areas	See WP5 complete by December 2019
WP10 Community Engagement	Get feedback off Lowestoft Vision and Ec Dev re Business Support Plan	July 2019
	Review Comms Plan	July 2019
WP11 Connectivity	Scores Restoration Project: Emergency repairs to Mariners Archway	Planned July 2019
	Structural Survey of Scores	Planned July 2019
WP12 Triangle Market Redevelopment	LTC project plan to be created	TBA
WP13 The Ness park	On time - See The Ness park project control file	
WP14 Monitoring and Evaluation	PSICA monitoring	End Sept 2019
	Baseline monitoring	July 2019

Changes:

	Approved by (name)	Approval date
Work Package to add Scores Restoration as a project - to do		

Achievements to date:

Work Package:	Original planned cost	Current agreed planned cost	Latest Estimated cost	Status/comment	RAG

Key Risks:

Targets

Performance Indicator	2018/19 Target	Achieved May 2019	Overall Target	RAG
Job Created				
Job Safeguarded				
Business engaged				
Business supported				
Income generated				
Land regenerated				
No of Assets moved from Heritage at Risk list (target 1 the CAA)				
Number of projects/interventions designed to support the removal of an asset from the Heritage at Risk Register (target 6 over 5 years)				
No of Buildings Repaired or Restored (target 25 over 5 years through Psica scheme)				
Employment space bought back into use (m2) (target 1000 by 2023)				
Housing Units bought back into use (20 by 2023)				
No of updated list descriptions (target 9) HE				
No of additional or amended national list descriptions (target 9 HE)				
No of additionally locally listed assets (target 40 over 5 years)				
No of Community events held per year (4 per year 20 over 5 years)				
The Big Lunch 2 nd June ; presentation to community group 3 rd June		2		

No of attendees to HAZ related events (1000 over whole programme (NB 500 attended year 1 HOD event)				
No of Volunteers involved in the HAZ (25 over 5 years)				
Conservation Heritage volunteers June				
No of young people volunteering as part of the HAZ (25 over 5 years)				
Heritage related training sessions provided to volunteers (35 hours over 5 years)				
No of Volunteers Trained (50 over 5 years)				
Heritage related training sessions provided to staff (14 hours over 5 years)				
District councillors session June 17th				
No of heritage related educational events 4 over 5 years				
No of attendees to heritage related educational events 80 over 5 years				
Conservation Heritage volunteers event/workshop				
No of apprenticeships provided (2 over 5 year s)				
No of funding sources leveraged (4 over 5 years)				
Amount of public funding leveraged (£800k over 5 years)				
Amount of private funding leverage d (£150k over 5 years)				
No of HAZ dissemination events (conferences, meetings) 8 over 5 years				
East Coast College heritage event; First Light Festival				
Formal engagement with heritage organisations - 5				
		1		
Informal engagement with heritage orgs - 10				
No of projects improving public access to heritage 2				
Enhance the tourism offer of the area and increase no of visitors 70%				
Improve connections and improvement to impermeability - 1 new connection				
Enhance vitality of high street Increase footfall 30%				
Enhance vitality - 10 new enterprises				
		1		
new housing units with mixed tenure				