

Helensburgh Conservation Area Regeneration Scheme (CARS) Governance

1.0 EXECUTIVE SUMMARY

- 1.1 This report asks members to agree to the governance arrangements for Helensburgh Conservation Area Regeneration Scheme (CARS) (2021-2026).
- 1.2 Helensburgh CARS is a grants programme focusing on the regeneration of historical buildings, as well as traditional training skills and community engagement. The 5-year £2M programme is jointly funded by Historic Environment Scotland (HES) and Argyll and Bute Council. The total grant fund available is £1,407,000.
- 1.3 Helensburgh CARS aims to deliver four priority building projects, eight to ten shopfront repair projects and a number of smaller repair grant projects by providing funding to private home owners and local business owners to enable them to make repairs to their properties.

2.0 RECOMMENDATION

It is recommended that Helensburgh and Lomond Area Committee:

- a) agree to the governance arrangements proposed for Helensburgh CARS as detailed in paragraphs 4.8 to 4.10 of this report.

Helensburgh Conservation Area Regeneration Scheme (CARS) Governance

3.0 INTRODUCTION

- 3.1 This report asks members to agree to the governance arrangements for Helensburgh Conservation Area Regeneration Scheme (CARS) 2021-2026.
- 3.2 This paper details Helensburgh CARS grant figures, which is made up of HES funding of £1,240,000 and Argyll and Bute Council funding of £500,000, and which will include property owner contributions as no grant can be offered at 100%. The total projected budget for Helensburgh CARS including projected owners contributions is £2M. This budget will cover large-scale priority building projects, smaller repairs, shopfront repairs and restoration, traditional skills training, community engagement and staff and administration costs.

4.0 DETAIL

- 4.1 On 21st February 2019 the Council agreed to commit £500,000 towards Helensburgh CARS.
- 4.2 A total grant budget of £166,404 will be made available for shopfront repair projects. It is envisaged that eight to ten shopfront repair projects could be funded. The shopfront improvement grant level is set at 40% of total eligible costs and will be made available for projects that seek to make traditional style repairs or restore traditional shopfronts.
- 4.3 A total grant budget of £151,000 will be made available for small repair projects which might include joinery, masonry, lead work or slate work repairs. The grant level for small repair grants is set at 70% of total eligible costs.
- 4.4 Four priority building projects have been identified for grant as follows:
- 5-7 East Clyde Street – Helensburgh
 - 17-19 West Clyde Street – Helensburgh
 - 25-26 West Clyde Street - Helensburgh
 - 1-5 Colquhoun Street – Helensburgh

The total grant budget for the priority buildings would be £1,169,197 with a grant

intervention rate of between 60-85% towards total eligible costs.

- 4.5 In the event that the owner(s) of the above priority buildings do not seek grant support, a reserve property(s) will be identified.
- 4.6 The type and quality of works eligible for CARS Grant funding will be guided by the HES Scheme Guidance in accordance with the Helensburgh CARS grant contract when formalised.
- 4.7 Building owners are likely to incur expenses when developing their individual projects to application stage, particularly when a professional adviser is required. It is therefore proposed that a two-stage process be adopted to ensure that only projects likely to be recommended for grant approval are invited to complete the application process. The proposed grant application and approval process has therefore been developed as follows:
- Helensburgh CARS will be formally launched on 25th November 2021. Due to Covid restrictions this will be by invite only to ensure the appropriate social distancing. Information on all schemes will be available on the evening and funders will be recognised on all materials.
 - Initial expressions of interest will be invited from property and business owners within the grant area, with a closing date of 31st March 2022.
 - All potential projects will be scored by the Helensburgh CARS Officer using grant assessment tables (Appendix 1) and ranked highest to lowest.
 - 'Invitations to Apply' will be subsequently issued to projects with the highest scores. Where applicable, the owners of these buildings could then appoint a suitably qualified conservation accredited professional adviser to oversee the delivery of their project. The resulting fees will also be eligible for CARS grant funding.
 - Building owners who have been invited to apply will attend a start-up meeting with the CARS project officer at which the full grant procedure process will be discussed and questions answered. Attendance at the "startup" meeting would provide evidence of commitment to the project from owners.
 - At this stage funding will be ring-fenced for each respective project until each pot is exhausted.
 - Deadlines will be set for the submission of the CARS grant application form and associated documentation.
 - In the event that schemes are undersubscribed or projects fail to go ahead, a second round of expressions of interest would be invited.
- 4.8 Officers will have delegated authority to award grants up to the value of £10,000. Recommendations on all grant levels of £10,001 and above however will be determined by Helensburgh and Lomond Area Committee.
- 4.9 Factors such as winter working, combined with factors such as an inability to work with lime below 5 degrees and the importance of the summer season for Helensburgh businesses it would be advantageous, in special time pressured circumstances for decisions to be delegated to the Executive Director of Development and Infrastructure. Decisions in these special circumstances would

be based on 1 and 2 or 3 of the following criteria having been met:

1. Work requires to commence prior to the date of the next Area Committee.
 2. The work involves lime, scores above 10 and meets the Helensburgh CARS criteria in full.
 3. The work involves improvements to a shopfront, scores above 10 and meets Helensburgh CARS criteria in full.
- 4.10 It is envisaged that this approach would only be taken where a quick decision is required urgently and following consultation with the Helensburgh Central ward members, and the Chair/Vice Chair of the Helensburgh and Lomond Area Committee. Where a delegated decision is made, it will be reported back to the first available Area Committee for information.
- 4.11 It is intended to take regular progress reports to the Helensburgh and Lomond Area Committee.

5.0 CONCLUSION

- 5.1 Helensburgh CARS is a significant project which seeks to make an improved and lasting difference to the town centre through safeguarding Helensburgh' s historic buildings and shopfronts.
- 5.2 The governance arrangements for decision as described above are based on processes used successfully within the previous Argyll and Bute CARS projects, and would allow individual projects to progress in order to avoid winter working and summer season timeframe constraints.
- 5.3 This report therefore seeks the approval of the Helensburgh and Lomond Area Committee for the proposed governance arrangements thereby ensuring the process of grant distribution can be made as smooth and timeously as possible.

6.0 IMPLICATIONS

- 6.1. Policy – The Outcome Improvement Plan and Economic Strategy support town centre regeneration and a diverse and thriving economy.
- 6.2. Financial – All funding is in place. The total fund is £1,740,000 and expenditure is regularly monitored.
- 6.3. Legal – Grant contracts will be provided to third parties.
- 6.4. HR – A Project Officer is employed to deliver the project for its duration. Staff salaries are met within the project budget.
- 6.5. Fairer Scotland Duty:

- 6.5.1 Equalities – protected characteristics – None
 - 6.5.2 Socio-economic Duty – The funding will support local economies through place-based regeneration activity.
 - 6.5.3 Islands – None
- 6.6 Climate Change – Helensburgh CARS will both promote and provide grant funding towards repairs of the highest quality, which will enhance the thermal performance of historic buildings. Where there is opportunity to do so, the depth and diameter of rainwater goods will be increased to better manage increased rainfall, and due to its town centre location, there are a range of travel options for those working on the project. The project officer is based locally, decreasing the need for car travel.
- 6.7 Risk - That grant scheme is undersubscribed or that projects run over time or budget. These risks will be carefully monitored, and mitigation measures introduced on a case by case basis by the CARS Officer as the scheme progresses.
- 6.7 Customer Service – The council is responsible for administering the CARS grants on behalf of Historic Environment Scotland, for complying with the quality of repair using only traditional techniques and materials, and for ensuring due diligence in the performance of its duties.

Kirsty Flanagan, Executive Director with responsibility for Development and Economic Growth

Policy Lead, Leader Cllr R Currie

4th November 2021

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APPENDICES:

Appendix 1: Helensburgh CARS Scoring Templates

Appendix 2: Helensburgh CARS Boundary Map

Appendix 1

Helensburgh CARS Grant assessment table

Potential Points	Score 1-5 (1 weak/5 strong)	Score
Up to 5	TOWNSCAPE VALUE	
	Listed Building	5
	Building at Risk	4
	Unlisted building that makes a positive contribution to streetscape	3
	Unlisted but adjacent to a priority or listed building	2
	Unlisted building	1
	Sub Total	
Up to 5	ECONOMIC GAIN	
	Vacant or partially vacant property brought back into residential or commercial use	5
	Support the growth of an existing business or the creation of a new business	4
	The grant would support an owner(s) who is able to evidence having made regular repairs to his/her property	3
	Sub Total	

Up to 5	TYPE OF REPAIR/ REINSTATEMENT PROPOSED	
	Structural repairs/ eligible repairs to roofs including lead work	5
	Stone chimney repairs	
	Repairs to Traditional Windows	
	Replacement of unoriginal windows with traditional timber sash and case.	4
	Lime render and repointing repairs / removal of cement render and replacement with lime	
	Masonry repairs & restoration	3
	Repair of Cast iron rainwater goods	3
	Repairs to doors, fanlights and transom lights Replacement of plastic/aluminium rainwater goods with cast iron.	2
	Reinstatement of decorative architectural features, including decorative ironwork	1
	Sub Total	
	NEED FOR REPAIR (based on survey sheets prepared during the development phase)	
Up to 5	Urgent or dangerous	5

	Complete repair	3
	Extensive repair	2
	Good / fair / minor repair required	1
	TOTAL	
<i>The property and works should score <u>at least 10 points</u> to qualify for grant</i>		

