

**EXECUTIVE BOARD**  
**DATE: 26<sup>TH</sup> JULY, 2016**

**PARC HOWARD MASTERPLAN**

**Purpose:**

1. To consider an updated masterplan for the park.
2. To outline resource requirements, confirming funding arrangements for the new playgrounds
3. To review existing byelaws at the park
4. To identify key actions and decisions required to deliver the masterplan

**RECOMMENDATIONS / KEY DECISIONS REQUIRED:**

1. To note and comment on the masterplan.
2. To endorse the allocation of £150k from departmental reserves for the installation of two new playgrounds within the park.
3. To review and possibly revoke byelaws associated with the park to align with current and future use.
4. To review parking provision within and around the park, and to explore sensitive commercial development opportunities for the ground floor of the mansion and the rear walled garden area.

**REASONS:**

1. A previous masterplan for the park was the subject of an unsuccessful Heritage Lottery Fund (HLF) bid some 3 years ago. The revised masterplan seeks to provide a sustainable future for the park consistent with the political aims of the authority.
2. The existing capital programme does not clearly identify any core funding to deliver aspects of the masterplan, and therefore requires use of reserves, a reconfiguration of the capital programme, or external funding to fully realise.
3. Existing byelaws are out-dated and not consistent with the requirements for operating the park effectively.
4. There is potential that the long term investment into the car park could help increase income through commercial activities such as weddings and events in the park.

**Relevant Scrutiny Committee consulted Not at this stage**

**Exec Board Decision Required YES**

**Council Decision Required NO**

**Lead member:- Cllr. Emlyn Dole (Leader)**

**Directorate(s) (Joint report):**  
**Environment Department &**  
**Department for Communities**

**Name of Head of Service:**  
**Jonathan Fearn**

**Ian Jones**

**Report Author:**  
**Ian Jones**

**Designations:**

**Head of Property**

**Head of Leisure**

**Head of Leisure**

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**EXECUTIVE SUMMARY**  
**EXECUTIVE BOARD**  
**26<sup>TH</sup> JULY, 2016**

**PARC HOWARD MASTERPLAN**

**SUMMARY**

1. To consider an updated masterplan for the park

The park is managed by the Environment Department, with the mansion house (Museum) managed by the Leisure Division within Communities.

The masterplan for the site is attached as appendix A.

Whilst elements of the masterplan may be longer term aspirations, possibly delivered through, or in partnership with, the Parc Howard Association (PHA) or the Friends of Park Howard Group, 5 priority areas are identified for immediate progress:

- New play facilities to cater for toddlers, juniors and teenagers within the park – see illustrations in Appendix B
- Car parking provision that would encourage greater use of the facilities and be essential to facilitate sensitive commercial development of the park
- Sensitive commercial use of the ground floor of the mansion house and possibly the walled garden area to the rear
- Re-vamping of the Museum display on the first floor, including a community room, and the realisation of the Heritage 6 project (a collaboration between Archives, Museums and Libraries developing a website to digitise the heritage of Carmarthenshire through a community driven website based on 6 themes: People; Places; Events; Periods; Industry; and Sport)
- Refurbishment of the bandstand

2. To outline resource requirements

- £150k has been identified from departmental reserves for the playground improvements
- Car park improvement costs will need to be confirmed but are anticipated to be in the region of £100k
- After initial capital investment the commercial use of the ground floor of the mansion and the walled garden should bring an income into the park which should help reduce future running costs.
- Re-vamp of Museum offer and delivery of Heritage 6 project, circa £30k
- Repair of Bandstand : Costs to be confirmed, but circa £50k (probably via grant bid or external fundraising in conjunction with PHA)

3. To acknowledge key actions and decisions required to deliver the masterplan

- The playgrounds are being designed, procured and installed through the Property Division, with the aim of installing for late Summer usage
- Review of existing byelaws to be facilitated by the Legal team with input from the Property Division
- The Property Division will take forward the car parking options review via planning and highways. The parking options paper developed as part of previous HLF bid to be referenced
- The opportunity for sensitive commercial development of ground floor of the mansion and rear garden, to be progressed via a marketing exercise which will ensure the best terms are secured and that interest is consistent with the authority's aims for the park.
- Re-vamp of Museum and delivery of Heritage 6 project to be undertaken and delivered by Leisure Division
- Repair of Bandstand: Property Division to lead on planning discussions refurbishment costings and liaison with the PHA and community grants team.

DETAILED REPORT ATTACHED?

**NO – Appendices attached**

# IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Ian Jones

Head of Leisure

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
<b>NO</b>	<b>YES</b>	<b>YES</b>	<b>NO</b>	<b>NO</b>	<b>NO</b>	<b>YES</b>

## **Finance**

Revenue funding is in place for the management of the Museum (Leisure) and the wider park (Property), however, the aim is to try and operate the park and Museum at zero cost to the authority. To do this, commercial income is needed to sustain the park into the future.

Funding for the playground (£150k) has been identified from departmental reserves.

New Capital funding sources would have to be secured or the current Capital Programme reconfigured to deliver the wider aspirations outlined in the masterplan, and in particular the creation of better parking facilities (circa. £100k); the re-vamping of the Museum (circa. £30k); and the refurbishment of the bandstand (circa. £50k). It is anticipated that the costs associated with converting the ground floor of the Mansion for commercial uses would be covered by the lessee.

Note that all costs apart from the play areas are currently estimated figures and the costs will need to be reviewed by the Environment Department once specifications have been confirmed.

## **Physical Assets**

The park had previously been considered for asset transfer, however, no expressions of interest had been received and, at Executive Board on 20<sup>th</sup> June 2016, the facility was removed from the list of parks and playgrounds to be considered for asset transfer.

Assurances have been given to the community that the park will remain in public ownership, and agreement in principle from user groups including the Friends of Park Howard and Park Howard Association has been secured for the sensitive commercialisation of the park.

Other than replacement of the existing play equipment, the other improvements proposed would require detailed design and planning permissions.

## **Legal**

Byelaws exist from 1912 for the park and would need to be reviewed and possibly revoked in order to deliver aspirations contained within the masterplan. There is merit in revisiting these byelaws to ensure consistency with current operating procedures as well.

# CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Ian Jones

Head of Leisure

## 1. Scrutiny Committee

N/A at this point.

## 2. Local Member(s)

Cllrs B Thomas and J Williams have agreed with the plans in principle, but would like further consultation. They have also posed questions around the following issues :

- Health & Safety concerns with playground plans, notably, use of rocks and sand
- Tender process and planning requirements
- Ongoing site supervision, and safety
- Insurance cover and certification
- Parking
- Opportunities for grant aid funding

## 3. Community / Town Council

Llanelli Town Council has attended the user forum meetings, chaired by the Leader of the Authority, and is in agreement with the masterplan.

## 4. Relevant Partners

The Friends of Park Howard, Park Howard Association and Llanelli Community Heritage have attended the user forum meetings chaired by the Leader of the Authority and are in agreement with the masterplan.

## 5. Staff Side Representatives and other Organisations

N/A

## Section 100D Local Government Act, 1972 – Access to Information

### List of Background Papers used in the preparation of this report:

THESE ARE DETAILED BELOW

Title of Document	File Ref No.	Locations that the papers are available for public inspection
HLF bid		Leisure Division
1912 Park Howard Byelaws		Legal Department, County Hall, Carmarthen