



## Notes on completion

### Summary

**Name of your organisation**

Bath and North East Somerset Council

**Project title**

**In no more than 15 words, please choose a title which you think best describes your project. This will be seen externally, on our website and by our decision makers so please ensure that you choose a title that you are happy for a wide range of people to see.**

Sydney Gardens: a 21st Century Pleasure Garden

**Reference number**

PP-16-00071

**Project summary**

**In no more than 150 words, summarise your project. We will use this text to tell people about your project, including our decision takers.**

Our project is to restore Sydney Gardens, as one of the country's only surviving pleasure gardens, and a precursor to the public parks movement.

Our vision is to revitalise Sydney Gardens as a beautiful, peaceful and tranquil Pleasure Garden, that achieves a renaissance as a unique, fun and restorative environment for all ages; - its illustrious history of architecture, people and events told and experienced in witty and multifarious ways.

**Have you received any advice from us before making your application?**

Yes

**Please tell us who you received advice from.**

Nerys Watts, Head of Heritage Lottery Fund, South West

**Is this your first application to the Heritage Lottery Fund?**

No

**Please tell us the reference number and project title of your most recent application.**

Bathscape Landscape Partnership Application reference: LP-15-08457

## Section one: Your organisation

### 1a Address of your organisation:

Address line 1	Guildhall
Address line 2	High Street
Address line 3	
Town / city	Bath
County	Avon
Postcode	BA1 5AW

### 1b Is the address of your project the same as the address in 1a?

No

Enter the address of your project. Please use the post code look up button to find your address so that the Local Authority and Constituency information is generated in the boxes below.

Address line 1	Sydney Gardens
Address line 2	
Address line 3	
Town / city	BATH
County	Bath and North East Somerset
Postcode	BA2 6BZ

### Local Authority within which the project will take place

Bath and North East Somerset

### Constituency within which the project will take place

Bath

### 1c Details of main contact person

#### Name

Paul Pearce

#### Position

Parks Projects Manager

### Is the address of the main contact person the same as the address in 1a?

No

**Enter the address of the main contact person:**

<b>Address line 1</b>	Bath and North East Somerset Council
<b>Address line 2</b>	Royal Victoria Park Nursery
<b>Address line 3</b>	Marlborough Lane
<b>Town / city</b>	Bath
<b>County</b>	Bath and North East Somerset
<b>Postcode</b>	BA1 2LZ

**Daytime phone number, including area code**

01225 396879

**Alternative phone number**

07530 263542

**Email address**

paul\_pearce@bathnes.gov.uk

**1d Describe your organisation's main purpose and regular activities**

Bath & North East Somerset Council (B&NES) is a unitary council that contains the administrative area stretching from the outskirts of Bristol, south into the Mendip Hills and east to the southern Cotswold Hills and Wiltshire border. It is located in an area of the country well known for its beautiful natural environment, high quality of life and outstanding built environment. The district encompasses a diverse range of places, each with their own distinctive history, identity and communities, including the City of Bath which is a designated World Heritage Site.

B&NES is one of the four local authority areas that make up the West of England, the others being Bristol, South Gloucestershire and North Somerset. Working with these other local authorities is increasingly important as we try to respond to issues and challenges that affect the whole of the sub region. Some of these include: waste, transport, managing climate change through cutting carbon emissions, building resilience to unavoidable climate change, housing growth and the infrastructure requirements to support that growth.

The City of Bath is the largest urban settlement within the B&NES area and forms the main urban conurbation, acting as the commercial and recreational heart of the district. It is home to approximately 89,000 or 50% of the population and is the main centre of economic and cultural activity. The city has two universities and is a major centre of sporting excellence. It is one of the few entire cities in the world to be named a UNESCO World Heritage Site. This recognises the cultural, historical and environmental importance of both the natural and built features that exist in Bath. These include its landscape setting, its Roman archaeology, its Georgian architecture and town planning, its three hot springs and the remarkable cultural and social life which evolved around them. Today, Bath remains an important local and regional centre as well as a national and international visitor destination, attracting over four million visitors a year. Bath contributes the most to the economy of the area. However, within Bath there are also real pockets of disadvantage – the Twerton / Whiteway area falls within the top 20% most deprived wards in the country and the Snow Hill/London Road area, within walking distance of the catchment of Sydney Gardens, falls within the top 40% most deprived wards.

The area has no direct link to the motorway and there is significant commuter congestion into Bath which needs to be addressed. Congestion is also affecting air quality, particularly in some areas of Bath City Centre including the Bathwick area surrounding Sydney Gardens. Linked to this is the need to enhance the public realm (the streets and public spaces between buildings) and parks and green spaces within the city in order to create better places and spaces for people, increase economic activity, reduce fear of crime and foster health and wellbeing.

In order to fully respond to the changes and issues identified in the area, the Council has agreed a long term vision for the area to 2026 for Bath & North East Somerset to be a distinctive place with vibrant, sustainable communities where everyone fulfils their potential.

We are therefore working towards ensuring that we create:

A distinctive place that:

- Maintains and enhances its outstanding built and natural environment
- Has a dynamic, low carbon economy
- Achieves connectivity
- Has world class arts and culture

Vibrant sustainable communities:

- That are lively and inclusive
- Places where people feel safe, take responsibility and make a contribution

- That are carbon neutral
- Where people who are disadvantaged are supported
- Where vulnerable people are protected
- Where people feel proud to live

Communities where everyone fulfils their potential by having an equal opportunity to:

- Learn and develop skills
- Enjoy a healthy, low carbon lifestyle
- Influence the future of their area
- Contribute to the economy and society

This vision is being delivered by the implementation of a number of plans and strategies including the Local Development Framework which sets out our policies for planning and land use across the area. Sustainability is key to the development of B&NES and our work must meet the needs of the current population without compromising the needs of future generations.

### **1e The legal status of your organisation**

**Please select one of the following:**

Local authority

**If your organisation is any of the following, please provide the details shown:**

**Company - give registration number**

N/A

**Registered Charity in England, Scotland or Wales - give registration number**

N/A

**Charity recognised by HM Revenue and Customs in Northern Ireland - give reference number**

N/A

**1f Will your project be delivered by a partnership?**

No

**1g Are you VAT registered?**

Yes

**Please provide your VAT number**

639677971

## Section two: The heritage

In this section tell us about the heritage your project focuses on and why it is valued.

### 2a What is the heritage your project focuses upon?

Sydney Gardens, laid out between 1792 and 1794 and opened as Sydney Gardens Vauxhall in 1795, is the only example in Britain of an 18th-century urban pleasure garden whose basic form and layout survives intact. It is traversed by two masterpieces of late-eighteenth and mid-nineteenth-century engineering specifically designed to complement the pleasure gardens that it needed to traverse; John Rennie's Kennet and Avon Canal and Isambard Kingdom Brunel's Great Western Railway. These still form an important centrepiece to the gardens today.

The urban pleasure garden was an invention of Georgian Britain. Its heyday followed Jonathan Tyer's acquisition of the lease of Vauxhall Gardens in London in 1728 and the subsequent opening of Ranelagh at Chelsea, with its famous domed wooden Rotunda 150' in diameter. By the end of the 18th-century there was a pleasure garden in every major city in Britain and this English invention was imitated in Europe: there were 'Vauxhalls' in Vienna and Paris.

In no city, however, did pleasure gardens play such an important role as in Bath with examples including Parade Gardens, Spring Gardens and Grosvenor Gardens all of which closed as a consequence of the success of Sydney Gardens. Sydney Gardens were the most ambitious pleasure gardens to be created in Bath and were the most popular, designed to accommodate crowds of up to 4,000 people on gala evenings.

Initially designed by Thomas Baldwin, who was replaced after bankruptcy by Charles Harcourt Masters, Sydney Gardens were the centrepiece of "Bath New Town". Construction of the perimeter wall began in 1792 and the first tree was planted in 1793. They opened to the public in May 1795.

The Gardens were designed as a hexagon entered by visitors on foot at the Sydney Hotel (now the Holburne Museum). Admission charges were payable beginning with a basic 6d per person but added to if visitors wished to have tea, use the bowling green or read the London newspapers.

The perimeter of Sydney Gardens was a low stone wall, which still stands in parts, within which was 'The Ride'. The Ride was fifteen metres in width, with a surface of small stones: 'a healthy and fashionable airing for Gentlemen and Ladies on horseback'. The inner boundary of The Ride was a low mound, carrying tree and shrub screening.

The axis of Sydney Gardens was a central avenue which continued the line of Great Pulteney Street. The walk rose and terminated in an open loggia (truncated and restored in 1938 and listed grade II) which enjoyed panoramic views across Bath.

During the first quarter of the 1800s various new attractions were introduced in Sydney Gardens. These illustrate how 'pleasure' was interpreted at this time and the creativity and wit with which these features were designed. They included:

- A cascade (1810),
- An artificial rural scene with figures and water falling down a ravine, moved by a clockwork mechanism;
- An Aviary (1824);
- A Cosmorama (c 1824), where pictures of distant places or dramatic scenes were lit and then seen through convex glass windows so as to appear life-size;
- A Hermit's Cot including a robed puppet figure as the hermit;
- A Watermill or Miller's Habitation, powered by water from one of the natural springs in the upper part of the Gardens
- A Theatre.

Sadly, none of these features have survived, although the layout of the gardens enables their locations to be deduced.

In 1819, Pierce Egan published his 'Walks through Bath' which included a description of the gardens and walks Jane Austen would have been so familiar with. The word count prevents their inclusion here.

From 1801 Jane Austen and her family lived at No.4 Sydney Place; one of the reasons for their choice of house was its proximity to the Gardens. In 1800 she wrote to her sister Cassandra about the family's house-hunting: "I join with you in wishing for the environs of Laura Place, but do not venture to expect it.....It would be very pleasant to be near Sydney Gardens!- we might go to the Labyrinth every day"

The public activities of Sydney Gardens were concentrated upon the area at the rear of the Hotel which is occupied by the Holburne's garden today. Known as 'The Promenade', it was designed for crowds of 3,000 – 4,000 people, the number who would gather at each of four annual galas which included fireworks, music and performances. Visitors circulated in an area of trees, lawns and shrubbery defined by the two curving rows of supper-boxes, the Hotel and the orchestra.

#### Kennet & Avon Canal

In 1793 John Rennie had surveyed the route of the Canal and established that the area occupied by Sydney Gardens between the River Avon and the high ground of Bathwick Hill was the only route by which the Canal could enter Bath from the east.

The Kennet and Avon Canal Company paid the operators of Sydney Gardens £2,100 in return for the disruption; in addition, it was agreed that the Canal and its 'cutting' should be landscaped according to the Picturesque taste of the time.

The canal enters the park via two short tunnels and passes under two cast iron footbridges dating from 1800. Cleveland Tunnel is 53m long and runs under Cleveland House, the former headquarters of the Kennet and Avon Canal Company and now a Grade II\* listed building. A trap-door in the tunnel roof was used to pass paperwork between clerks above and bargees below. At the time the introduction of the Canal was seen as a novelty, adding to the 'Picturesque Beauties' for which the Gardens were known. Where the canal cut through Sydney Gardens the proprietors insisted that the Canal Company provide two 'elegant cast-iron bridges, after the manner of the Chinese'. The bridges were installed by George Stothert, the local agent for the iron foundries at Coalbrookdale in Shropshire.

#### Great Western Railway

In 1837 Isambard Kingdom Brunel faced a similar challenge to Rennie and reached the same conclusion that the route of his line needed to pass through Sydney Gardens.

The Railway passed through the Gardens in a deep cutting, the construction of which required the demolition of several pavilions, the Labyrinth and the Castle. In addition, the Ride was truncated.

Brunel designed the cutting as a set-piece with trains presented as a spectacle to the public. The retaining wall and bridges were designed as monumental architectural features in the classical style with viewing benches for spectators placed behind a stone balustrade.

Although Brunel had insisted his railway would improve the amenity of the gardens, the cutting marked the end of the pleasure gardens. Subsequent developments included the introduction of the Gardener's Lodge (1854) and Bath Proprietary College becoming tenants of Sydney Hotel in 1853, leading to the separation of what had been the 'Promenade' from the rest of the gardens. In 1891 the 99 year lease of Sydney Gardens expired and in 1908 Bath City Council purchased the grounds, selling the hotel and gardens to the Holburne Trustees and opening the remaining gardens as a public park in 1913 - which included the introduction of the Temple of Minerva (listed Grade II) which had been shown at the Empire Exhibition in the grounds of Crystal Palace in 1911.

In converting Sydney Hotel into the Holburne Museum, the architect Sir Reginald Blomfield conceived a formal rear garden that was never executed. Instead a wall was built separating the Museum garden from the Park completely.

#### Recent changes

In 1924 the hard tennis courts at the east end of the gardens, alongside the Sydney Road boundary, were laid out.

In 1925 John Nash visited Bath and painted 'The Canal Bridge, Sydney Gardens, Bath'. Nash was immensely struck by the gardens. Nash's painting showed how the canal added to the picturesque beauty of the gardens.

Between 1952 and 1956 a series of illuminated festivals was held at Sydney Gardens, organised by the Spa Committee who also organised the Bath Assembly, a forerunner of the Bath Festival.

Entertainments in the Gardens were ended in 1956 because they were running at a loss. In the late 1960s a flower garden was laid out to the immediate east of the lodge on the site of a former tennis lawn which had previously been part of the perimeter ride. The flower garden is enclosed by shrubs and has subsequently been remodelled.

It was with the introduction of two gates (2001 and 2005) that the connection between the Holburne Museum and the gardens was re-established. In 2008 the Holburne Museum closed for a major redevelopment. The existing galleries were refurbished and an extension built at the rear to a design by architect Eric Parry. In 2011 the redeveloped Holburne Museum re-opened its doors to the public. The new building includes purpose-built spaces for temporary exhibitions, collections stores, teaching space, a café and visitor facilities. There are now broad and penetrating views from every floor of the rear elevation of the museum up through the central axis of the Gardens.

**2b Is your heritage considered to be at risk? If so, please tell us in what way.**

There are three items in the gardens that are already on the council's At Risk Register: namely the Grade II\*19th Century railway retaining wall created by Brunel and the two cast iron toilets listed as Grade II. In addition, the council maintenance depot has been insensitively sited in a prominent location at a main park entrance nearest to the Holburne Museum. This is detrimental to the rest of the garden's largely intact layout, and within which there is a collapsed building. There has been previous debate as to its provenance and this needs to be further explored.

The historic integrity of the gardens has been compromised since the early 20th century by dividing ownership, the building of private houses and a municipal, and unsympathetic, approach to the provision of recreation facilities; many of which (play and tennis) are in poor condition, and could be better used, or better sited.

Furthermore, various condition surveys have identified the poor current condition of certain features within the gardens including the Minerva Temple, Loggia, Main Entrance, (lost gates, damaged stonework) The Bothy (blocked up windows) and poor condition of steps, paths, and other entrances.

The gardens are also at risk from declining council maintenance funds. As with so many other local authorities, B&NES is facing an uncertain financial future and parks have been the target of significant cuts in revenue budgets which has allowed only a minimal and reactive approach to maintenance in recent years. This has caused the landscape to become over-grown in several areas, with the loss of sight lines and the creation of dark no-go areas.

Although the park is busy, there is little in the way of interpretation on site to enable current users to really appreciate the historic significance of this nationally important pleasure gardens, which is especially important when placed in the context of the awareness of the wider heritage of Bath and indeed the early history of the public gardens and park movement in the UK.

**2c Does your project involve work to physical heritage like buildings, collections, landscapes or habitats?**

Yes

**Tell us the name of the building(s), collections, landscape or habitat area**

Sydney Gardens, its many listed buildings and structures, and varied gardens and landscape types, including play and sport.

**Do you, or a partner organisation, own the building, land or heritage items outright?**

Yes

**Do you or a partner organisation have a mortgage or other loans secured on the property or item, or any plans to take one out?**

No

**For landscape projects, please provide an Ordnance Survey grid reference for your landscape**

375788 165314

**2d Does your project involve the acquisition of a building, land or heritage items?**

No

**Please tick any of the following that apply to your heritage:**

**Accredited Museum, Gallery  
or Archive**

**Designated or Significant  
(Scotland) Collection**

**DCMS funded Museum,  
Library, Gallery or Archive**

**World Heritage Site**

**Grade I or Grade A listed  
building**

**Grade II\* or Grade B listed  
building**

**How many buildings of this type are included in your project?**

5 - some are bridges

**Grade II, Grade C or Grade  
C(S) listed building**

**How many buildings of this type are included in your project?**

10

**Local list**

**Scheduled Ancient Monument**

**Registered historic ship**

**Conservation Area** ×

**Registered Battlefield**

**Area of Outstanding Natural Beauty (AONB) or National Scenic Area (NSA)**

**National Park**

**National Nature Reserve**

**Ramsar site**

**Regionally Important Geological and Geomorphological Site (RIGS)**

**Special Area of Conservation (SAC) or e-SAC**

**Special Protection Areas (SPA)**

**Registered Park or Garden** ×

**Grade I listed Park or Garden**

**Grade II\* listed Park or  
Garden**

**Grade II listed Park or  
Garden**                      ×

**If applicable, what is the registration or inventory number/s?**

1001258. But we believe it's entry on the register could warrant upgrading.

## Section three: Your project

**In this section, tell us about your project. Make sure you include all your planned activities, and capital works if applicable.**

### 3a Describe what your project will do.

Our project seeks to create a pleasure garden but one fit for the 21st Century. The design of the restoration will draw its inspiration from the picturesque concept and witty features of 18th Century landscape. The project will not only restore a park of national significance but also interpret and animate it in a truly innovative manner. It will encourage people of all ages and abilities to once again have fun, stay healthy and take pleasure in this landscape and enjoy the exciting programme of activities we wish to provide.

We will refurbish the following key buildings in the gardens, finding new uses to benefit public access where currently not accessible:

NB – The letters/numbers in brackets in the following descriptions cross refer to the colour Masterplan

- The Loggia (Grade II) (K)
- Minerva's Temple (Grade II) (G)
- The two footbridges over the canal (Grade II\*) (H,I)
- The footbridge over the railway (Grade II\*) (By Network Rail)
- The two cast iron Victorian toilets (Grade II) (C,E)
- The bothy (not listed but of architectural merit) (J)
- Conversion of the bowls pavilion (not listed) into a café. (F)

We will enhance the landscape by:

- Relocating the depot from its current central location in the gardens to a less significant area (also better served by vehicles so less traffic in the gardens) to return the central area to gardens/public use (7, 8, & L on masterplan)
- Restoring the Main Entrance Gate (1 on masterplan) and other entrances (5,14,15,17) and the main axis between the Holburne Museum and Loggia
- Improving the setting of the grade II Gardener's Lodge (B) and landscape at the Main Entrance by rationalising the planting to create a cottage style garden around the Gardener's Lodge (in place of municipal bedding schemes) (2)
- Re-opening up the Viewpoint (16) and area currently occupied by temporary allotments as a woodland glade and garden area
- Improving views along the west side of the railway and the canal by thinning and removing trees and shrubs, by replacing chain-link fencing, and by adding seating and improved access
- Improving the play offer by relocating (and re-designing) the play area to the space currently occupied by the under-used bowling green (the bowls club is not continuing its lease in the gardens) (4 & 11, 12, F)
- Improve sport provision by new surfacing to tennis courts
- Creating/improving seating and access around the gardens: e.g. train and canal viewing areas (9,20) and original surviving seating area (10)
- incorporating 'playful' landscape proposals throughout the gardens, such as a sculpted tree swing, an outdoor piano, incorporation of the labyrinth into the play area and possibly a wishing well on the site of the old water pump, (subject to further investigation) and a discreet 'folly' within the woodland area.

We will improve the habitats for biodiversity by:

- Thinning dense tree cover in places to promote a more diverse ground flora, and creating a wider range of habitats - namely in the woodland area (16)
- Reducing/rationalising areas of tarmac generally, and reverting to soft landscape with wildlife-friendly spring flowering bulb displays
- Providing some areas (13) of wild flowers at the margins of mown, amenity grass and diversifying floral displays to prolong flowering season and attract pollinating insects
- improving links to the surrounding green infrastructure and heritage (of the World Heritage site and Holburne Museum through interpretation and access improvements.

Activities are fully detailed in the Activities Plan but in summary the project will:

- Provide activities for our key under-represented audiences (teenagers and older people).

### **3b Explain what need and opportunity your project will address**

#### Raise awareness of Heritage Significance

As possibly the only and best surviving Pleasure Gardens in the country, there is little recognition of this within the gardens, and few people are aware of it.

Although the gardens are busy, there is little in the way of interpretation on site to enable current users to really appreciate the historic significance of this nationally important pleasure gardens - which is especially important when placed in the context of the awareness of the wider heritage of Bath and indeed the early history of the public gardens and park movement in the UK.

#### Provision for all the community

Besides creating a safe, fun and accessible space for all, this project will also seek to engage new target audiences (see separate Activity Plan). The physical improvements and activities proposed will increase access and create opportunities for older people and teenagers; people that are homeless; victims of abuse; people with disabilities and those suffering poor mental and physical health.

#### Building links with neighbouring heritage sites

There is currently a limited interface between the Holburne Museum and the Gardens and this project will develop the partnership with the Holburne and build on the BIG Lottery's investment in their outreach work - for the mutual benefit of both.

Similarly, the project will improve links to the surrounding green infrastructure and heritage (of the Museum and World Heritage site) through sign posting, shared events (with partners such as Cleveland Pools and The Holburne Museum) and electronic and conventional guided walks.

#### Physical Improvements to conserve and restore heritage

Buildings and park infrastructure have been in decline for some time, vegetation does not provide the horticultural delight a pleasure gardens should, and despite it being a popular venue and cut-through, its historic significance, and play and sporting value are all relatively little known.

#### Improving on current low play value

Our play proposals and the development of our proposed 'Playful Gardens' features will help tell the story of the heritage (in witty and multifarious ways) and address the lack of current play value and poor presentation of the history of the site.

#### Enabling a strong Steering Group Involvement

In the past the gardens have had little input from the community, but this project is now being led by the Steering group, and as such has a strong community following. The gardens will benefit from this strong partnership between community and B&NES in the immediate and long term future.

### **3c Why is it essential for the project to go ahead now?**

B&NES has allocated a £250k contribution towards a Parks for People funded project, but given ongoing financial pressures and the likelihood that council finance managers will - in the future - be looking for further opportunities to help cut costs, a delay could mean a pressure to allocate these funds elsewhere. It is also the case that there has long been recognition (since at least the Colvin and Moggeridge report in 1993) that the gardens need a serious financial investment to protect the unique heritage and to upgrade and consolidate facilities. In more recent years, investment has been put on hold while the Council has been in discussions about what to do and how to fund it. They now have this commitment, together with the momentum that a dedicated and enthusiastic Friends and Steering Group has generated.

Also, work has just been completed on the upgrading of the adjacent canal towpath. This has increased visitor numbers, and together with the fact that Sydney Gardens is one of the key nodes on the National Trust's Bath Skyline Walk (the National Trust's most downloaded self-guided walk) means that access and heritage improvements are vital to maintain this important link and sustain these new audiences.

Similarly, we need to build on The BIG Lottery's investment in the Holburne's Pathways to Well-being programme, building on their excellent work of developing a proven model for engaging hard-to-reach groups and expanding this to new audiences. This is the perfect time to capitalise on the Holburne's programme and contribute to it, with the extended health and well-being activities that the revitalised gardens will provide.

This combination is why it is essential for the project to go ahead now.

### **3d Why do you need Lottery funding?**

The level of capital required to refurbish the surviving listed structures, restore the legibility of the landscape by relocating the depot, and install the new playful and pleasurable features as well as create a suite of interpretation facilities is too expensive for the Council to afford.

The revenue resources required to employ a dedicated Community Ranger to organise and facilitate the widening of audiences and the engagement of volunteers with the gardens is not possible under the Council's current financial pressures. There are also a number of vulnerable groups who we know are currently not using the gardens but who could be with the encouragement of the Community Ranger, the provision of new accessible facilities and relevant support from their carers and other activity providers.

If successful, this project would endorse, and raise the profile of, the contribution that parks and gardens make to the qualities of the World Heritage Site and the experience of visitors to it.

### **3e What work and/or consultation have you undertaken to prepare for this project and why?**

Proposals for the restoration of Sydney Gardens have been explored for more than 25 years, with a series of surveys, reports, landscape proposals and the development of an earlier, unsuccessful, Parks for People project.

It has been a complex and protracted process due to a number of factors; the decoupling of the restoration of the park from that of the Holburne Museum, the many and varied stakeholder groups and changes in various funding policies and strategies.

At each phase we have built upon the key learning that may have halted progress; most notably; wider and more detailed consultation with groups who hold a strong interest in the Gardens, the establishment of a steering group, the setting up of a dedicated Friends of Sydney Gardens to work collaboratively with the Council and the building of a strong relationship with the Holburne Museum.

This project proposal is the fulfilment of that work and of the development of an agreed vision for the future of the park.

In recent years, the Council has focussed on re-building trust with, and involvement from, the local communities of neighbours and interest groups connected with the Gardens. The Friends of Sydney Gardens were formed in 2013 and have – since 2014 - collaborated extensively with the Council: running weekly litter picks leading two community planting days in 2015 and 2016 (attended by 52 and 30 people respectively) - and helping to undertake visitor number surveys as part of the development of the HLF bid.

In November 2013, a survey of local residents living within 2km of the Gardens was commissioned to better understand what local people valued about the Gardens and the barriers that prevented them from visiting it; and suggestions for improvements were gathered.

A Sydney Gardens Steering Group of local residents' associations, ward councillors, The Holburne Museum and Friends of Sydney Gardens was set up in 2014 to begin to plan, coordinate, manage and oversee this revised bid.

The Steering Group essentially oversees the project and makes all of the decisions for this project.

In March 2016, a new design team was commissioned to re-engage with local people and involve them in the development of a revised bid for submission to the Heritage Lottery Fund under the Parks for People Programme. Over a five month period the design team has gathered views and information from participants in:

- 3 Steering Group Meetings
- 4 Project Team Meetings
- A visitor observation survey with the Friends

- 2 Stakeholder Fora
- 2 Public Consultation events
- An online teenager survey

We estimate that between 2013 and August 2016 around 600 individuals of all ages have given their views on the Gardens and the restoration proposals. We have gathered robust data on how the park is being used at the moment, by whom and for what activities, and this has enabled us with some certainty to identify who our missing audiences are.

The representatives of the local residents' associations, heritage interests, school governors, local councillors and Friends have been fully involved in the collection and interpretation of the information that underpins the proposals and have made their own written comments on the draft proposals as they have evolved.

In late July and early August 2016, the Project Team presented the revised master plan proposals for the capital works and the activity plan to the general public and stakeholders to test the level of public support for the project. Comments were invited:

- Online
- From shoppers at Morrisons supermarket, Snowhill/London Road
- From visitors to the park, the Sydney Garden Steering Group and stakeholders at a drop in event

There was strong support (more than 70%) for most of the master plan proposals and there were many appreciative comments such as 'Brilliant', 'Excellent', 'All really worthwhile' and:

"It's important to look after the historic features. I enjoy being able to walk down the canal from Grosvenor Bridge to get into the park."

"I might be interested in volunteering – supporting visitors, doing walks, IT, leaflet and website design."

"Overall a good plan to upgrade and modify the layout. Not sure if the lower tennis courts should be replaced. A detailed survey of use needs to be done."

Discussions have also been held with potential café concessionaire's to explore the market for income generation in the park.

## Section four: Project outcomes

**In this section, tell us about the difference that your project will make for heritage, people and communities.**

### **4a What difference will your project make for heritage?**

The integrity of the various layers of the Garden's landscape and layout will be restored to make it more intact, thus making it a place of delight for locals and tourists alike. This conservation, restoration and new design work will promote understanding, appreciation and access to its heritage, as a unique example of a Pleasure Garden in its own right, as well as increase its contribution to the Bath World Heritage Site.

Physical fabric of 8 listed and other unlisted heritage structures will be restored, as well as the landscape infrastructure (paths, steps, ramps, seating).

Visitors will be able to access information about the park and its history through a diversity of interpretation formats suitable for all age groups in witty and multifarious ways, such as through modern day play features which will remind visitors about some of the original Pleasure Gardens attractions: such as a labyrinth, swings, a folly and outdoor instruments. Complementary to this will be the inclusion of trails and references to Jane Austen and Isambard Kingdom Brunel, in appropriate locations.

Please cross refer to the Proposed Illustrative Masterplan for a full description, as well as Q3.

### **4b What difference will your project make for people?**

3.5 full-time equivalent new jobs will be created (a Project Manager, Community Ranger 3 days/week; Heritage Landscape Management intern and one Horticultural Apprentice F/T for 18 months).

Staff and volunteers will be trained in a variety of skills including horticulture, event management, safeguarding, customer service, the needs of vulnerable people, the conservation of historic buildings, ecological surveys, visitor surveys, tour guiding, archiving and research.

The physical restoration and activity programme will generate numerous opportunities for people to volunteer their time. The Friends already contribute many days each year to caring and enhancing the park for the heritage and visitors. B&NES has and will continue to provide formal community volunteering training and the Holburne Museum has offered to provide training in archiving, curating, archive website development and events management.

There will be additional opportunities for volunteers to help with wildlife surveys and to lead wildlife related walks and talks in the park - connecting through to the adjacent green and blue spaces close by.

It will be the Community Ranger's role to develop an attractive and well supported offer for volunteering.

The delivery of our programme to support formal and informal learning will provide:

- Downloadable resources for self-led visits by schools, colleges and university groups based on their formal learning requirements, the national curriculum and schemes such as the John Muir Award and Forest Schools
- Joint learning activities developed with the Holburne Museum around art in the park and pathways to wellbeing themes
- Space for informal learning in the pavilion for clubs and societies to meet
- Field work sites for students on the MA in Heritage Management at Bath Spa University and the MSc in the Conservation of Historic Buildings at the University of Bath
- Multifarious interpretation formats including self guided trails, iBeacons and enhanced website content for the public to access layers of information about the heritage.

People will have volunteered their time to identify and record the built and natural heritage, care for it in the long term, interpret it to visitors and enhance the experience of visitors.

Local policy and public demand have encouraged us to enhance biodiversity in the gardens and perhaps even more importantly promote engagement with that biodiversity. We will involve volunteers in identifying and recording the wildlife in the gardens and we will train up volunteers in horticultural skills to help care for

the landscape. We will organise activities, engage visitors including bioblitzes, bat walks, the planting of a woodland garden, wildflower areas, long flowering bee-friendly bulb mixes, new bee friendly plantings in the herbaceous and shrub borders and the installation of log refugia. Nest boxes and bug hotels will also be installed in several locations around the gardens.

#### **4c What difference will your project make for communities?**

The community will be a better place to live. Through visitor surveys and consultations we have identified specific under-represented groups that our bespoke packages of therapeutic activities will work to engage - including homeless people, victims of abuse, people with disabilities and those suffering poor mental and physical health. People of all ages will be encouraged to play in the park using the play features, indoor and outdoor settings and footpath networks within and beyond the park. People will take pleasure in their experience of the park and its heritage features as intended by the original concept behind its creation.

We specifically commissioned play specialists Aileen Shackell Landscape Architects and Inspire 2 to work alongside the project design team and the Steering Group, informed by local intelligence that the offer for young people, teenagers and families was limited - generating conflict with teenagers and limited staying time. Following an extensive design process, the team has generated proposals which not only provide active play opportunities for all ages but which also celebrate and revive the original aims of the gardens by providing 'Playful Gardens' features (see separate play report).

More people will be able to experience the heritage through their involvement in health and well-being activities. This will promote and deliver the therapeutic qualities of the park to more people, and those in a vulnerable condition.

We have discussed the possibility of getting the park designated as the first dementia friendly park in Bath, with the Dementia Action Alliance. The circular path system (with no dead ends), the small 'rooms' within the landscape, the sound of birdsong, the potential for musical gatherings indoors and outdoors and the adult-sized play equipment, will all support the needs of this particular audience as well as the training of staff as Dementia Friends.

More visitors from beyond the immediate locality will be attracted to visit the park and so contribute to the local economy through their spend on refreshments and participation in special events. The selection of events will be tailored to showcase aspects of the park's heritage and history as a pleasure garden.

We already know that around a third of visitors combine a visit to the park with one to the Holburne Museum next door, so more visitors will all also enhance revenue receipts for the Museum. Again, the current BIG Lottery's investment in the Holburne's Pathways to Wellbeing programme - will mean we can build and expand upon their work in engaging hard-to-reach audiences.

#### **4d What are the main groups of people that will benefit from your project?**

We have concluded that our main target audiences for the project should be:

- Local children and their families
- Teenagers and young adults
- Over 65s
- Vulnerable people
- People in poor health
- Day visitors and tourists
- Learners
- Through routers.

It will also benefit visitors to the Holburne Museum who may not be aware of the garden's existence.

#### **4e Does your project involve heritage that attracts visitors?**

Yes

**What are your existing visitor numbers?**

465800

**How many visitors a year do you expect on completion of your project?**

512400

**4f How many people will be trained as part of your project, if applicable?**

65

**4g How many volunteers do you expect will contribute personally to your project?**

60

**4h How many full-time equivalent posts will you create to deliver your project?**

4.6

## **Section five: Project management**

**In this section, tell us how you will develop and deliver your project.**

## Development phase

### 5a What work will you do during the development phase of your project?

Designs and Specifications for capital works, including all supporting documents for planning:

We will employ a consultant Landscape Architect to lead a project team consisting of engineers, conservation architects, QS, services engineers, arboriculturists, ecologists. They will commission the full suite of surveys and ensure, in conjunction with the Heritage Intern, that sufficient research is undertaken on the heritage of the gardens. They will then develop designs and plans to RIBA stage 2 in conjunction with the Friends and Steering Group, Council Officers/Project Manager/ Heritage Intern and the Community Ranger. They will lead on the consultation in conjunction with these key stakeholders. Once agreement has been reached on the final layouts and designs to RIBA Stage 2 and sign off achieved, they will develop the plans to RIBA stage 3. This will include the necessary Design and Access Statements, Heritage Statements, and the submission of planning and listed building consent applications, and the involvement of other statutory bodies. Cost checks by QS will be undertaken during this process.

They will assist in the supervision of the Heritage Landscape Management Intern in producing the Conservation Plan.

During the Development Phase, The Heritage Landscape Management intern will:

- Assist the Parks Project Manager in providing expertise in all heritage matters.
- Assist the Community Ranger with community consultation, providing specific assistance, and expertise, in heritage matters.
- Carry out research and contribute to the development of the full Conservation Management Plan, developing heritage statements and supporting the development of materials needed for listed building applications for conservation works to historic features (under guidance/assistance of the Lead Consultant Landscape Architect.

The Community Ranger will:

- Complete the Round 2 Activity Plan
- Work with key stakeholders that represent our target audiences and other organisations that may be able to develop, and ultimately deliver, bespoke packages of events and activities for these audiences
- Plan, deliver and report on community consultations
- Lead and manage the community participation, education, events and volunteering work
- Identify and organise training opportunities for the stakeholders and public to enable them to contribute to the development and testing of the Round 2 proposals during the development phase.

### 5b Who are the main people responsible for the work during the development phase of your project?

B&NES: Overall responsibility for the project (Client side) Paul Pearce: Parks Projects Manager

BANES: Client and Project Management: Sydney Gardens Project Manager (to be recruited)

The Development Phase Heritage Landscape Management intern: Carry out the tasks identified in 5a (above) and assist the Parks Project Manager in all heritage matters

Community Ranger: Carry out the tasks identified in 5a (above)

Steering Group: programme management and all major decisions will be overseen by the Steering Group

Lead Consultant/Landscape Architect and Project Management (Consultant side) - people tbc. following tender. Refer to separate briefs for consultants to include: Landscape Architect and Project Management, Engineers, Conservation Architects, QS, Services Engineers, Arboriculturists, Ecologists.

### 5c Complete a detailed timetable for the development phase of your project. Use the 'add item' button to enter additional rows.

<b>Development activities</b>					
<b>Task</b>	<b>Start month</b>	<b>Start year</b>	<b>End month</b>	<b>End year</b>	<b>Who will lead this task</b>
Activity Plan	May	2017	August	2018	Community Ranger
Conservation Plan	April	2017	August	2017	Lead Consultant / Landscape Architect and the Heritage Intern
Management and Maintenance Plan	October	2017	February	2018	Lead Consultant / Landscape Architect and Landscape Heritage Intern
Project Business Plan	August	2017	June	2018	Sydney Gardens Project Manager
Tender for Consultant Team for duration of project with break clause at end of Devt Stage	January	2017	March	2017	B&NES Parks Project Manager
Advertise for Community Ranger, Intern and Sydney Gardens Project Manager	January	2017	March	2017	B&NES Parks Project Manager
Carry out all design work to RIBA Stage 2 incl all design workshops and consultation and Stage 2 cost plan	March	2017	October	2017	Lead Consultant/Design Team in conjunction with BANES/Community Ranger on consultation
Stage 2 (old stage 'C') HLF Review meeting	December	2017	December	2017	B&NES PM/Lead Consultant
RIBA Stage 3 design and all documentation for Planning Submission (DAS, Heritage Statement, etc)	December	2017	May	2018	Lead Consultant/Design Team
Cost Plan	May	2018	June	2018	Consultant QS
Complete all other R2 documents and HLF Application Form	July	2018	August	2018	Lead Consultant / BANES PM

### Development risks

<b>Risk</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Mitigation</b>	<b>Who will lead this</b>
Failure to win fulsome support from certain park users	Medium	Medium	Further consultation with concerned user groups such as the tennis players: some of whom are concerned over the proposed loss of some tennis courts. Design may be amended as a result, but will be accommodated within the design development, rather than impacting on the project.	By: Community Ranger, Project Manager, Lead Consultant / Landscape Architect
Input of Network rail (NR) into the bridge works	Medium	Low	Work has been ongoing with NR on their works to electrify the line and their necessary works to the bridge structures. This dialogue will be ongoing to ensure heritage is respected and works not unduly insensitive	Sydney Gardens Project Manager and steering group input
Opposition to relocation of the depot.	Low	Medium	This has already been discussed with the Steering Group, and further discussions will be ongoing during the development stage. Further design work is necessary as well as discussions with B&NES Development Control department.	Sydney Gardens Project Manager and Lead Consultant

**Delivery phase****5e Who are the main people responsible for the work during the delivery phase of your project?**

B&NES: Overall responsibility for the project (Client side) Paul Pearce: Parks Project Manager, with key decisions made by Steering Group

B&NES: Client and Project Management (Client side) Sydney Gardens Project Manager

The Delivery Phase Heritage Landscape Management intern:

- To assist in the specification / procurement of heritage conservation work.
- To assist the Project Manager with supervising heritage conservation work.
- To oversee the development of new interpretation materials and media for the site and (if appropriate) for use by wider stakeholders
- Develop a 15 year heritage landscape management plan for the gardens providing specifications for the monitoring, maintenance and conservation of key heritage features.
- support the delivery of the activity plan – particularly for those activities with a specific focus on the built heritage.
- Supporting student research and other field work.
- Supporting the development and collation of archives, surveys and reports relating to the heritage of the gardens.

Community Ranger:

- Delivering the Activity Plan, assisting with the engagement and consultation activities regarding the design development.

Lead Consultant/Landscape Architect and Principal Designer (CDM) for the Design Team (Consultant side) - people tbc following tender. Refer to briefs for consultants, to include Landscape Architect and Project Management, Engineers, Conservation Architects, QS, Services Engineers, Arboriculturists, Ecologists.

Horticultural Apprentice - assisting with soft landscaping works and grounds maintenance thereafter

Site Gardener- assisting with soft landscaping works and grounds maintenance thereafter

**5f Complete a summary timetable for the delivery phase of your project. Use the 'add item' button to enter additional rows.****Delivery activities**

Task	Start month	Start year	End month	End year	Who will lead this task
Notification of Award and Permission to Start meeting	December	2018	January	2019	B&NES PM
Mobilisation of Project Team and carry out RIBA Stage 4	January	2019	September	2019	Lead Consultant/Landscape Architect and design Team
Interim Cost Check on RIBA Stage 4 (old RIBA stage E)	May	2019	May	2019	Consultant QS
Continuing to deliver Activity Plan	January	2019	January	2021	Community Ranger
Complete RIBA Stage 4, Technical Design and Tender Documentation	June	2019	August	2019	Lead Consultant / Landscape Architect / Design team
Out to Tender	September	2019	November	2019	Consultant QS
Construction Phase - Works on Site	January	2020	January	2021	Lead consultant / Design Team / B&NES PM
Recruit Delivery Phase Heritage Landscape Management intern	January	2019	March	2019	Sydney Gardens Project Manager
Recruit Horticultural Apprentice	May	2020	June	2020	B&NES Parks Projects Manager
Soft landscaping and planting works	September	2020	December	2021	Sydney Gardens Project Manager
Delivering the Activity Plan	January	2019	December	2021	Community Ranger



<b>After project risks</b>				
<b>Risk</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Mitigation</b>	<b>Risk Owner</b>
Proposed income generating opportunities fail to cover additional running costs	Medium	High	Further market research and the development of a robust business plan and (where possible) the trialling of income generating activities early in the development phase. Regular monitoring thereafter.	B&NES Parks department
Maintenance of historic assets declines post project completion	Low	High	Development of a 15 year historic landscape management plan by Heritage Intern and Conservation Architect detailing specifications and timetables for the monitoring and repair of historic assets. Early, and thorough, involvement from the Council's Property Services Team in developing the heritage management plan.	B&NES Parks department/ Sydney Gardens Project Manager
Maintenance of other capital assets declines post project completion	Low	High	Sydney Gardens Project Manager to develop a robust and comprehensive 15 year management plan for the site post completion and ensure that this is integrated within the Operational Team's management programme and specifications. Good monitoring and close liaison with Friends group and heritage stakeholders	B&NES Parks department/ Sydney Gardens Project Manager
Volunteer numbers drop once the project ends	Medium	Medium	Sydney Gardens Project Manager and Community Ranger to develop a post HLF programme of activities and training - embedded within the wider Parks' programme and other initiatives (e.g. summer play schemes). Small training schemes and other incentives for volunteers to be funded by income generation.	B&NES Parks department
Project over running	Low	High	Robust project planning in the development phase and timetabling of most of the capital works in the first two years of the project should ensure that all capital work is completed by the end of the delivery phase	B&NES Parks department/ Sydney Gardens Project Manager
Sydney Gardens fails to attract projected visitor numbers	Low	High	Robust project planning in the development phase and regular monitoring of visitor numbers for the duration of the project and thereafter - supported where possible by Friends	Sydney Gardens Project Manager

### **6c How will you evaluate the success of your project from the beginning and share the learning?**

We will continue to collect data on the numbers and profile of our visitors during and after the restoration. We will keep records of attendance at organised events and activities and will gather feedback from participants as to their satisfaction with the park and their experience of it. This will also include the experience of staff, apprentices and volunteers.

Full photographic records will be kept of the restoration works.

We will engage an external evaluation consultant to assess our outputs and outcomes against our stated targets and objectives for the restoration; and the visitor experience in particular. The evaluation report will be disseminated to stakeholders, the public in Bath and be made available to an even wider audience online.

## Section seven: Project costs

In this section, tell us how much it will cost to develop and deliver your project.

There is a limit of 20 words per 'description' section when completing the cost tables. A more detailed explanation and breakdown of your costs should be provided as part of your supporting documentation. Please see Section nine: Supporting documents within the programme application guidance for further information.

### 7a Development-phase costs

#### Development costs

Cost heading	Description	Cost	VAT	Total
Professional Fees	Conservation Plan, Archaeo, Eco, Landscape Arch, MMP and Design, CDM, Arch, Struct Eng, Transport/Highways, M&E, Planning fees, QS, Business plan, Interpretation. All enabling surveys such as topo, drainage and ecology. See cost plan for breakdown.	165489		165489
New staff costs	For Community Ranger (0.6 FTE), Sydney Gardens PM, and Heritage Intern-COST TO BE UPDATED WITH INTERN POST	119400		119400
Recruitment	For 3 staff posts	4000		4000
Other costs (development-phase)	Public Events Programme	10000		10000
Full Cost Recovery	NOT APPLICABLE			
Contingency	Professional Fees @ 10%, Staff costs @ 3%, Other at 5%	20711		20711
Non-cash contributions	none			
Volunteer time	Professional Volunteers, Skilled Volunteers, Unskilled Volunteers	12500		12500
Total		332100		332100

#### Development income

Source of funding	Description	Secured?	Value
Local Authority		Yes	50000
Other public sector			
Central government			
European Union			
Private donation - Individual			
Private donation - Trusts/Charities/Foundations			
Private donation - corporate			
Commercial/business			
Own reserves			
Other fundraising			
Non-cash contributions			
Volunteer time		No	12500
HLF grant request			269600
Total			332100

Total development costs	332100
Total development income	62500
HLF development grant request	269600
HLF development grant %	81

## Section seven: Project costs

### 7d Delivery-phase capital costs

Cost Heading	Description	Cost	VAT	Total
Purchase price of items or property				
Repair and conservation work	All conservation & restoration, buildings and landscape - refer to cost plan for breakdown	1651653		1651653
New building work		470280		470280
Other capital work	Kubota Mule small utility vehicle for use by gardener, apprentice and volunteers	14000		14000
Equipment and materials (capital)				
Other costs (capital)				
Professional fees relating to any of the above (capital)		222803		222803
Total		2358736		2358736

## Section seven: Project costs

### 7e Delivery-phase activity costs

Cost Heading	Description	Cost	VAT	Total
New staff costs	Community Ranger 0.6FTE, 1 No Sydney Gardens Project Manager, Gardener (2 days/week) to create full time post	213000		213000
Training for staff		5000		5000
Paid training placements	Horticultural/Gardens Apprentice: 18 months at @ £15k/yr, Delivery Phase Heritage Landscape Management Intern: 18 months at £18k/yr	53000		53000
Training for volunteers		10000		10000
Travel for staff				
Travel and expenses for volunteers	General Allowance	2000		2000
Equipment and materials (activity)	Outdoor Piano, printing and other general items	28500		28500
Other costs (activity)	Events Budget, refer to Activity Plan	100000		100000
Professional fees relating to any of the above (activity)	Covered by staff posts/Community Ranger			
Total		411500		411500

### 7f Delivery-phase - other costs

Cost Heading	Description	Cost	VAT	Total
Recruitment	For staff and apprentices	1000		1000
Publicity and promotion		5000		5000
Evaluation	External Evaluator	15000		15000
Other costs				
Full Cost Recovery				
Contingency	Repair, conservation and building work @ 15%, landscape @ 10%, Professional fees @ 5%, Activity Costs @ 8%	279768		279768
Inflation	Refer to cost plan for detail	141496		141496
Increased management and maintenance costs (maximum five years)	5 yrs @ £20k p.a	100000		100000
Non-cash contributions				
Volunteer time	Refer to Volunteer schedule	85000		85000
Total		627264		627264

## Section seven: Project costs

### 7g Delivery Phase income

Please note that HLF rounds all grant requests down to the nearest £100. With this in mind, please make sure that the total Delivery-phase income exactly matches the total of your Delivery-phase costs or the system will not allow you to proceed.

Source of funding	Description	Secured?	Value
Local authority	BANES FUNDING: 200K, s 106 funding: 250k	Yes	450000
Other public sector	Network Rail	No	20000
Central government			
European Union			
Private donation - Individual			
Private donation - Trusts/Charities/Foundations			
Private donation - corporate			
Commercial/business			
Own reserves			
Other fundraising			
Increased management and maintenance Costs (maximum five years)	As costs	Yes	100000
Non-cash contributions			
Volunteer time	As costs	No	85000
HLF grant request			2742500
Total			3397500

### 7h Delivery-phase financial summary

Total delivery costs	3397500
Total delivery income	655000
HLF delivery grant request	2742500
HLF delivery grant %	81

### 7i If cash contributions from other sources are not yet secured, how do you expect to secure these and by when?

B&NES has submitted a proposal to Network Rail for support towards mitigation works associated with the railway electrification works in Sydney Gardens. Discussions are ongoing at the time of submitting the First Round application and we aim to resolve these during the Development Phase (if successful in the grant application).

B&NES will also continue to seek further third party funding as and when opportunities arise.

### 7j If you have included Full Cost Recovery, how have you worked out the share that relates to your project?

N/A

## **Section eight: Additional information and declaration**

**This part of the form aims to collect the information we need to report on the range of organisations we fund. We will not use this information to assess your application. We encourage you to be as specific as possible about the people your organisation represents.**

**If your organisation represents the interests of a particular group, such as young people or disabled people, tell us which by filling in the tables below.**

**If you are based in Northern Ireland, where legislation requires us to report in detail on the organisations we fund, please complete the tables in full, as applicable.**

- ✓ If you are based outside Northern Ireland and your organisation represents the interests of a wide range of people and not any particular group, mark this box only.

## **Declaration**

### **a) Terms of Grant**

**You must read the standard terms of grant for this programme on our website.**

**By completing this Declaration, you are confirming that your organisation accepts these terms. For partnership projects, all partners must confirm that they accept the standard terms of grant by adding a contact at the end of the declaration.**

### **b) Freedom of Information and Data Protection**

**We are committed to being as open as possible. This includes being clear about how we assess and make decisions on our grants and how we will use your application form and other documents you give us. As a public organisation we have to follow the Data Protection Act 1998 and the Freedom of Information Act 2000.**

**When you complete the Declaration at the end of the application form, you are confirming that you understand the Heritage Lottery Fund's legal responsibilities under the Data Protection Act 1998 and the Freedom of Information Act 2000 and have no objection to us releasing sections 2, 3 and 4 of the application form to anyone who asks to see them. If there is any information in these sections of the form that you don't want made publicly available, please explain your reasons below:**

**We will take these into account when we respond to any request for access to those sections. We may also be asked to release other information contained elsewhere in the form and we will respond to these requests after taking account of your rights and expectations under the Freedom of Information Act 2000 and Data Protection Act 1998. In those cases, we will always consult you first. The Heritage Lottery Fund will not be responsible for any loss or damage you suffer as a result of HLF meeting these responsibilities.**

**When you complete the Declaration you also agree that we will use this application form and the other information you give us, including any personal information covered by the Data Protection Act 1998, for the following purposes:**

- **To decide whether to give you a grant.**
- **To provide copies to other individuals or organisations who are helping us to assess, monitor and evaluate grants.**
- **To hold in a database and use for statistical purposes.**
- **If we offer you a grant, we will publish information about you relating to the activity we have funded, including the amount of the grant and the activity it was for. This information may appear in our press releases, in our print and online publications, and in the publications or websites of relevant Government departments and any partner organisations who have funded the activity with us.**
- **If we offer you a grant, you will support our work to demonstrate the value of heritage by contributing (when asked) to publicity activities during the period we provide funding for and participating in activities to share learning, for which we may put other grantees in contact with you.**

**We may contact you from time to time to keep you informed about the work of the Heritage Lottery Fund**

Tick this box if you do not wish to be kept informed of our work

**I confirm that the organisation named on this application has given me the authority to complete this application on its behalf.**

**I confirm that the activity in the application falls within the purposes and legal powers of the organisation.**

**I confirm that the organisation has the power to accept and pay back the grant.**

**I confirm that if the organisation receives a grant, we will keep to the standard terms of grant, and any further terms or conditions as set out in the grant notification letter, or in any contract prepared specifically for the project.**

**I confirm that, as far as I know, the information in this application is true and correct.**

**I confirm that I agree with the**  **above statements.**

<b>Name</b>	Dr Jo Farrar
<b>Organisation</b>	Bath and North East Somerset Council
<b>Position</b>	Chief Executive Officer Bath and North East Somerset Council
<b>Date</b>	30/08/2016

**Are you applying on behalf of a partnership?**  
No

## **Section nine: Supporting documents**

**Please provide all of the documents listed at each round, unless they are not applicable to your project. You will be asked to indicate how you are sending these documents to us - as hard copy or electronically.**

**In addition to numbers 1-8 below, you may also be required to submit further supporting documents that are specific to the programme that you are applying under. For further guidance, please refer to the application guidance Part four: Application form help notes. We will not be able to assess your application if we do not receive all the required information.**

## First round

**1. Copy of your organisation's constitution (formal rules), unless you are a public organisation. If your application is on behalf of a partnership or consortium, please refer to the programme application guidance for more information on what you need to provide.**

**If you have sent a copy of your constitution with a previous grant application (since April 2008) and no changes have been made to it, you do not need to send it again. Tell us the reference number of the previous application.**

Already supplied

**Please tell us the reference number of the previous application.**

The Beau Street Hoard. Reference: HG-12-05054. Date submitted: 29 Aug 2012

**2. Copies of your agreements with project partners, signed by everyone involved, setting out how the project will be managed (if applicable);**

Not applicable

**3. Copy of your organisation's accounts for the last financial year. This does not apply to public organisations;**

Not applicable

**4. Spreadsheet detailing the cost breakdown in Section seven: project costs;**

Electronic

**5. Calculation of Full Cost Recovery included in your development phases costs (if applicable);**

Not applicable

**6. Briefs for development work for internal and externally commissioned work;**

Electronic

**7. Job descriptions for new posts to be filled during the development phase;**

Electronic

**8. A small selection of images that help illustrate your project. If your project involves physical heritage, please provide a selection of photographs, a location map and, if applicable, a simple site map or plan. It would be helpful if these are in digital format (either as an attachment or on disk). We will use these images to present your project to decision-makers.**

Electronic

**If applicable, please attach any additional documents as required for the programme that you are applying under. Use the box below to confirm in what format the additional documentation will be submitted.**

Electronic

**Please now attach any supporting documents.**

**When you have completed the form click the submit button to submit the form to the server. You can view what you have entered by clicking the draft print button above.**