

Economic, Regeneration Tourism and Transport

Project Development Fund



Project Scoping & Budget Holder Approval Form

SECTION A – PROJECT SCOPING

NYC Area Constituency Committee Name	Malton and Thirsk	
Project Name	Helmsley	
Description of Project Location	Refurbishment/improvement of the town centre public conveniences in Borogate, Helmsley.	
NYC Division(s) in which the project is located	Helmsley	
Project Lead Officer Details	Name	Steve Goddard
	Job Title	Public Conveniences Manager Waste and Street Scene Operations
	Email	
	Telephone	

1. PROJECT DETAILS

Please outline why the budget is required and what are the current barriers to project development it will help overcome?	Helmsley Borogate public conveniences are in the town centre of the bustling market town. Helmsley is a busy tourist destination with a full and varied calendar of events that are held in the town throughout the year. Helmsley has various visitor attractions, hospitality, and leisure facilities. A traditional weekly market is held in the centre, with additional artisan and charity stalls/markets regularly held in the library. Helmsley receives many visitors each year as well as people using its facilities while on route to other destinations. Helmsley also attracts a large crowd of motorcyclists stopping off in Helmsley while on the popular B1257 route.
---	---

	<p>Due to the number of visitors using the facilities and the age of the facilities, they are now in much need of updating and improving. The baby changing table is no longer fit for purpose and the overall facilities are dated and inadequate.</p> <p>The Parish Council and NYC receive frequent complaints about the state of the toilets and have recently received bad press. A Gazette and Herold article reported:</p> <p><i>“ Following complaints from businesses and visitors, Councillor George Jabbour and representatives from Helmsley Town Council met with the local authority’s Public Conveniences Manager to inspect the public toilets in Helmsley.</i></p> <p><i>North Yorkshire Council has now committed to carry out improved cleaning at the two sets of public toilets in Helmsley.</i></p> <p><i>Helmsley’s representative Councillor George Jabbour said: “As one of the most beautiful market towns in the country, tourists and visitors will soon start coming to Helmsley in greater numbers. Therefore, it is essential that the state of the public toilets is of the best possible standard”.</i></p> <p>The total cost of a complete refurbishment is expected to be significantly more than the recommended contribution of £20k - £30k. The Public Convenience Manager is seeking funding from other budgets, which will ideally enable a complete refurbishment. However, even if additional funding is not available, he has confirmed that significant improvements could be achieved with this contribution.</p> <p>Councillor George Jabbour - Division Member is supportive and willing to contribute 5k towards the project, from the Locality Budget.</p> <p>Est Total Cost = £70k - £100k (for full refurbishment), alternatively £25k - 35k (improvements).</p> <p>Timescales will be challenging but the Public Conveniences Manager considers the project should be deliverable to the required timescales.</p>
Please detail what specific costs the budget will be spent on?	<p>TBC</p> <p>We are awaiting an estimate from NYC’s principal contractor Tom Willoughby’s. This will determine the level of improvements we can make.</p> <p>The Public Convenience Manager is hopeful that the 35k would be able to provide the following improvements:</p> <p>Cladding of internal walls Removal of men’s urinals and replacement teardrops</p>

	<p>Replace sinks with new cladded sink units. New baby changing facility.</p>
<p>Please describe the future project that this activity will help to unlock.</p>	<p>Improving the public conveniences will help to support the Helmsley business and visitor economy.</p> <p>It will support our council aims and market town investment planning.</p> <p>It will also help to strengthen the partnership working between NYC and Helmsley Town Council, Community and Business Owners. Various comments have been received regarding the current state of the facilities. Delivering these improvements supports our commitment to working with our communities to improve our places.</p>
2. STRATEGIC FIT	
<p>Detail how the project will contribute to the North Yorkshire Council 'Council Plan' and the Economic Growth Strategy or the Destination Management Plan</p> <p>(Reference should be made on how a future project will help deliver the respective strategies)</p>	<p>This project contributes to the economy, regeneration & tourism objectives.</p> <p>This project will contribute to the ambitions included in the Council Plan under the following themes:</p> <p>Place and environment</p> <ul style="list-style-type: none"> • A clean, environmentally sustainable and attractive place to live, work and visit. • A well connected and planned place with good transport links and digital connectivity • Communities are supported and work together to improve their local area. • To establish and maintain strong partnerships across North Yorkshire. <p>Economy</p> <ul style="list-style-type: none"> • To support and deliver major infrastructure and regeneration projects across the county to create vibrant places. • Economically sustainable growth that enables people and places to prosper • To invest in land and buildings to support economic growth. • To promote and improve North Yorkshire's tourism, sporting and cultural offer, to provide greater year-round attractions, increase visitor spend, and be accessible for all. <p>Economic Growth Strategy – This project supports the following aims: Pillar 1: Enterprise: supporting and growing the business base which powers our economy and future prosperity. We will support growth in our key sectors by driving greater collaboration and innovation and will support businesses in all sectors to improve their performance and</p>

	<p>productivity through innovation and investment.</p> <p>Pillar 2: Infrastructure: making the most of our opportunities for development to deliver enhanced growth, good jobs and high-quality developments befitting our places and communities. To achieve this, we need excellent infrastructure that enables growth whilst maintaining and enhancing the character, quality and accessibility of our places and environment.</p> <p>Destination Management Plan (subject to finalisation and adoption). The project supports the priorities from the emerging Destination Management Plan.</p>
3. LOCAL FIT	
Detail how this project meets local priorities including linkages with local regeneration plans and strategies.	<p>This project is in response to an identified need following various negative comments and press.</p> <p>This project contributes to the economy, regeneration, and tourism objectives. It has clear linkages with the development of Town Master Plans and contributes to many of the ambitions and priorities set out in the Council Plan.</p>
4. FINANCE	
Will the service area be making a financial contribution to the project development costs? If so, please detail.	<p>Est Total Cost = £70k - £100k (for full refurbishment) or £25k - 35k (improvements).</p> <p>Councillor George Jabbour Locality Budget 5k contribution</p> <p>The total cost of a complete refurbishment is expected to be significantly more than the recommended contribution of £20k -£30k. The Public Convenience Manager is seeking funding from other budgets, which will ideally enable a complete refurbishment. However, even if additional funding is not available, he has confirmed that significant improvements could be made with this contribution.</p>
<p>Please confirm the amount of money required.</p> <p>Please provide a breakdown of costs / estimates where available and how these have been calculated.</p>	<p>£20k - £30k</p> <p>TBC</p>
5. DELIVERY, TIMESCALES AND MONITORING	
<p>What is the staffing resource within NYC required / how will it be resourced?</p> <p>Has the capacity to complete the activity been confirmed with the relevant service manager?</p>	<p><i>*Staff capacity to deliver the project TBC</i></p> <p>The Public Convenience Manager has said he can manage the project with the support of another Officer. The Regeneration Team could potentially offer this support. Support from the Property team will also be key and a lead officer from Property has now been identified.</p>

<p>Dependencies on other NYC services</p>	<p>Support from Streetscene/Highways Teams to put up signage/barriers. Directions to the other public conveniences in the car park will be needed.</p> <p>Support from the Communication Team will be key to ensuring the community, businesses and public are fully advised of the plans and necessary closure in advance.</p>
<p>Please outline the anticipated timeframe for delivery of the activity?</p> <p>Please include details of how the activity will be procured (if required).</p>	<p>The timeframe will be tight, but the Public Convenience Manager believes it is achievable. An indicative programme is set out below:</p> <ul style="list-style-type: none"> • Sept 2024 - AC Endorsement • Oct 2024 - Confirm key outputs/outcomes – • Oct 2024 - Obtain formal quotation. • Oct 2024 - Final Approval • Nov 2024 - Commission work • Jan 2024 - Work Commences • Mar 2025 - Work Completed <p>We are awaiting an estimate from NYC's principal contractor Tom Willoughby's to determine the potential cost and timeframe.</p>
<p>Can the proposed work to be funded delivered within the allocated financial year?</p>	<p>The timeframe will be tight, but the Public Convenience Manager has confirmed that the project is deliverable before March 2025.</p>
<p>How will progress and the outcome of the project be reported to the ACC to aid effective monitoring?</p>	<p>The lead officer or a nominated representative will provide updates to the ACC meetings.</p>
<p>6. BENEFITS</p>	
<p>What are the benefits of undertaking this work now?</p> <p>What opportunities / estimated economic, social or environmental benefits could be derived for the future project outlined above?</p>	<p>This project creates an opportunity to enhance the area and its facilities.</p> <p>The Borogate conveniences have received negative comments, and the community of Helmsley has been requesting improvements to the public conveniences for some time. This important social amenity needs to be safe and accessible and currently, the baby changing facility is deemed unfit for purpose.</p> <p>By investing in good quality public facilities we are supporting the local business and tourism economy.</p> <p>The upcoming quieter winter months provide an opportunity to carry out the work while minimising the inconvenience.</p>
<p>AREA COMMITTEE SIGN OFF</p>	

ACC Meeting Date When Project Scope Agreed		Draft Minute Number	
Signed (ACC Chairman)		Date	

SECTION B – PROJECT EVALUATION

Using the details in the Economic, Regeneration, Tourism and Transport Project Development Fund Guidance Note please comment on how the proposed project meets the identified criteria for the Fund.

Project Name		
SECTION		FIT WITH CRITERIA
1	Project Details	
2	Strategic Fit	
3	Local Fit	
4	Finance	
5	Delivery, Timescales and Monitoring	
6	Benefits	
Evaluation Completed By		Signed
		Name
		Job Title
		Email
		Telephone

SECTION C – BUDGET HOLDER (CORPORATE DIRECTOR) SIGN OFF			
NYC Area Constituency Committee			
Project Name			
Lead Officer			
Requested Budget Allocated?	Yes / No	Value	£
Signed			
Name			
Job Title			
Date			