



## Notes on completion

### Summary

**Name of your organisation**

DCC of St Bride's Church, Liverpool

**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.**

The church at the heart of Liverpool's Georgian Quarter: Restoration and Regeneration

**Reference number**

HG-16-07458

**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.**

We will restore St. Bride's Church to its rightful place at the heart of Liverpool's Georgian Quarter through a process of conservation and restoration, sensitively adapting it to meet 21st Century requirements for accessibility and community use.

We will present the church and its heritage to our existing, diverse user groups (many of whom are not normally engaged with heritage), and to a new audience, through a carefully-designed programme of exhibitions, displays and engagement activities.

The transformation of St. Bride's from its current dilapidation into a state-of-the-art community facility will be key to the regeneration of an area which contains some of the worst pockets of deprivation in the country.

This is a one-off opportunity, not only to save a building which is seriously at risk, but to make it sustainable in the long term for future generations to use and enjoy.

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

Yes

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

Louise Sutherland

**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.**

GP-13-21065

## **Section one: Your organisation**

### **1a Address of your organisation:**

**Address line 1** Percy Street

**Address line 2**

**Address line 3**

**Town / city** Liverpool

**County**

**Postcode** L8 7LY

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

Yes

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

Liverpool

### **Constituency within which the project will take place**

Liverpool, Riverside

### **1c Details of main contact person**

#### **Name**

Miranda Threlfall-Holmes

#### **Position**

Team Rector, St Luke-in-the-City, Liverpool

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

No

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

**Address line 1** 23 Sefton Drive

**Address line 2** Sefton Park

**Address line 3**

**Town / city** LIVERPOOL

**County**

**Postcode** L8 3SD

**Daytime phone number, including area code**

07717 845518

**Alternative phone number**

07775 413499

**Email address**

stbridesliv@gmail.com

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

St Bride's is a Church of England church and a registered charity. We exist to make a difference in our community, through the provision of hospitality, pastoral care, and activities that contribute to community cohesion. Our ethos is creative, progressive and inclusive.

Our community includes areas that are some of the most deprived in the country, including an asylum seeker reception centre in the immediate vicinity, as well as high numbers of students and young adults living locally. Our regular activities reflect this variety.

The main regular activities that take place at St Bride's are:

Sunday: Church service (morning). Progressive young people's group. Narcotics Anonymous (afternoon).

Church service (evening), including the bi-monthly Open Table gathering for LGBTQIA+ people.

Monday: evening lectures, ad hoc daytime bookings

Tuesday: Merseyside Refugee and Asylum Seeker Neonatal Group (MRANG) (daytime), iChoir community choir for mental health (evening).

Wednesday: Church service (morning), Yoga (evening). Occasional evening study events.

Thursday: Micah Liverpool Foodbank (daytime), Roger Smalley's Homeless Meals project (evening)

Friday: Red Cross (daytime), ad hoc concert/performance bookings (evening). Socialist Singers choir meets alternate Friday/Sunday evenings.

Saturday: ad hoc daytime and evening bookings.

These regular weekly activities involve about 400 people a week.

Other activities include concerts, weddings, baptisms, band practice, African market, dog walkers, gardening days, choir festivals, lectures, workshops, yoga, therapy sessions, averaging 160 people per week.

**How many people does your organisation employ?**

1

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

**Please select one of the following:**

Organisation not in the public sector

**Please select one of the following:**

Faith based or church organisation

**Describe the size and staff structure of your organisation**

St Bride's is part of the St Luke in the City Team Parish in Liverpool Diocese, a group of three churches with one governing body, the Parochial Church Council (PCC).

The PCC has 11 voting members plus a treasurer and secretary in attendance.

St Bride's is run on a day to day basis by the Team Rector, Churchwardens and by the District Church Council (DCC), a sub-committee of the PCC.

This project is being managed for the PCC and DCC by a Project Team, which comprises:

The Team Rector, Project Manager, and 8 volunteers with skills including history, buildings, surveying and business planning.

**If applicable, how many board members does your organisation have?**

11

**If applicable, please describe the skills, knowledge or experience that your board members possess that are relevant to this application**

Team Rector, Dr. Miranda Threlfall-Holmes: an academic historian and has experience of leading and managing HLF projects and history engagement activities.

Team Vicar, Mark Waters: Community Organising experience.

Churchwarden Dave Bradley: financial management experience, recently retired from a senior position in HMRC.

Churchwarden Chris Bartley: senior lecturer at Liverpool University.

Ray Bissex: chartered accountant employed by the PCC as treasurer.

Warren Hartley: clergy appointments officer for Liverpool diocese with significant HR expertise.

Helen Parker-Jervis: a historian currently studying for an MSc in Sustainability.

Helen Randall: retired deputy headteacher with recruitment and management experience.

Martin Randall: retired prison inclusion and diversity officer with management experience.

**Are you planning to undertake a governance review to ensure you have the right expertise to deliver and then sustain your project beyond the period of your HLF grant funding?**

No

**How much did your organisation spend last financial year?**

268961

**What level of unrestricted funds is there in your organisation's reserves?**

103469

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

**Company - give registration number**

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

1152031

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

**1f Has your organisation undertaken a similar project in size and scope in the last 5 years?**

No

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

No

**1h Are you VAT registered?**

No

**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?**

St Bride's is the only surviving Georgian Neo-Classical church in Liverpool, and is a key element of the Georgian Quarter streetscape.

The area of Liverpool now known as Canning has one of the richest concentrations of Georgian architecture outside London. This is an area that was the pride of Liverpool in the 19th century, laid out for the rising merchant classes. The area declined, particularly in the post-war period, but has begun to regenerate with new university building and a resurgence in city centre living. Interest in the area has been stimulated by the TV programme 'A House Through Time' chronicling the area's history through the perspective of a single residence. This demonstrated the rich heritage of memories - from the HIV epidemic to the Beatles, and from squalor to affluence - that are held within the local community and which we will record through the oral history strand of this project.

St Bride's architect was Samuel Rowland (d. 1844). It was consecrated on 29th December 1830.

It is built in the Grecian style with a portico of six columns of the Ionic order, supporting a handsome entablature and pediment. There are six windows on each side of Graeco-Egyptian form, finished above with a moulded cornice and ornamented trusses. Four pilasters, with ornamental caps support the entablature and cornice, surmounted with an elegant parapet, with open balustrades at each extremity.

St. Bride's when new must have been an impressive sight, a fine example of the Greek revival in architecture of the period. St. Bride's is now the only surviving church of this type in Liverpool after others were destroyed in the Blitz and later redevelopment, and is an important survivor from the days when this district of Liverpool was one of the most sought-after addresses in the Second City of the British Empire (Pollard, R. and Pevsner, N., 'Lancashire, Liverpool and the South-West', Yale University Press, 2006, p.360).

The green space which surrounds the church forms an important part of the townscape of the Conservation Area.

Internally, the horseshoe shaped Georgian gallery - together with the staircases leading up to it - remains, as does the pulpit. Successive re-orderings in the 20th Century created the church's current interior arrangement. By 1952 some offices had been created under the gallery; these were extended in the early 1980s using extremely unattractive partitioning created from redundant pews. At the same time the current Narthex was created with a small kitchen / servery to the North and a partitioned meeting / storage room to the South. These areas now look and feel dated.

The interior currently bears the scars of a number of emergency programmes of work to eradicate the dry rot which has plagued it since the 1990s, particularly at the east end where much plasterwork has been removed.

In 2013 the church was rewired throughout and a new heating system installed. The rainwater goods were replaced and upgraded in 2014 to prevent further water ingress. Much remediation work remains to be done, however.

For full details, please see the attached Statement of Significance.

**2b Is your heritage considered to be at risk?**

Yes

**Please provide information on why your heritage is considered to be at risk and in what way.**

St Brides is on the English Heritage At Risk register, number 1365835.

The register records its condition as Poor, and considers it to be Priority Category: A - Immediate risk of further rapid deterioration or loss of fabric. The register notes in particular that 'inadequate roof pitches and rainwater systems have allowed long term water ingress and consequent timber decay.'

The attached Quinquennial Inspection of the church from 2017 makes it clear that the repair works listed in this application are urgent if further deterioration is to be prevented. The existing roof covering is a temporary one which is reaching the end of its life.

From the QI Executive Summary of Condition:

the building is 'at risk given the exceedingly poor condition of the external fabric generally. The condition of the roofs and external masonry/render gives particular concern. The extent of previous failure of the parapet gutters has caused dry rot and loss of sections of the plastered ceilings, first floor timber structure and wall plaster....There is an urgent need to reroof the whole of this building.'

The church community is situated in a deprived area of the city, and there are limited fundraising resources. It is beyond the power of the church community to restore this building itself, and so unless funds are raised via an HLF grant the church will be forced to look for alternative accommodation and close the building.

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

Yes

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

St Bride's Church, Liverpool

**Does your organisation have the freehold of the building or land, or own outright the heritage items that your project focuses on?**

Yes

**Are there any legal conditions, restrictions or covenants associated with the heritage asset which may affect your project?**

No

**Has a condition survey been undertaken for the heritage asset in the last five years?**

Yes

**Does your organisation have, or are you planning to take out, a mortgage or other loans secured on the building or land, or heritage items?**

No

**Does a project partner have, or are planning to take out, a mortgage or other loans secured on the building or land, or heritage items?**

No

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

**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?**

One

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

**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**

## 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 has four interlinked objectives:

1. Repair and restoration of the only remaining Neo-Classical church building in Liverpool, currently on the Historic England "At Risk" register
2. Sensitive adaptation of the building to be accessible and usable by a broader range of individuals and groups.
3. Offering the heritage in an exciting and informed way
4. Ensuring a sustainable future for this integral part of Liverpool's Georgian quarter.

Our vision is that at the completion of this project, St Brides will be fully restored as the beating heart of Liverpool's Georgian Quarter. The number of people engaging with the building and passing through its doors will have tripled. St Brides will become a heritage destination through this project, as well as being a renewed community facility.

St Brides currently sees 400-500 people a week come through its doors, many from groups under represented among heritage users. This project will triple this footfall, and will engage those who enter the building with its heritage. There is considerable heritage visitor potential due to the city tourism offer and in particular the nearby Anglican cathedral, which attracts around 400,000 visitors p.a. including 13,500 children on educational visits.

We will engage people with the heritage of the Georgian Quarter of Liverpool through the stories of people associated with St Brides through time. St Brides has a large and varied group of people who pass through the building, including asylum seekers, refugees, local residents, foodbank users, members of choirs, yoga attendees and those attending cultural events, concerts, etc. Currently, only 30% of the space in St Brides is usable. This project will transform the access to St Brides by enabling multiple user groups to access the building at once. This will increase the numbers of people who engage with the building and its heritage and also make the building and its maintenance sustainable for the long term future through rental income.

In outline our plan involves:

#### Repair and restoration

- Complete roof replacement, including the replacement of defective timbers and the replacement of the troublesome slate roof with an approved steel sheet material.
- Repair and restoration of damaged ceilings and internal plasterwork
- Repairs to the external fabric including high level stonework, removal and replacement of existing render covering, repainting
- Re-design of the church grounds to balance the needs for access, parking and recreational space.
- Enhanced heating system coupled with energy efficiency improvements to the building where this is feasible.

#### Sensitive adaptation

- Creation of a new entrance to the building which will ensure full access for those with a disability as well as delivering enhanced security through enhanced sight-lines
- Creation of a public 'hub' space which will be fully accessible and independent of other building use
- Provision of increased toilet facilities, better distributed throughout the building
- Creation of office space in the void left by the historic removal of the pipe organ
- Installation of a lift so that all areas of the building are fully accessible
- Re-ordering of the main, ground floor area to deliver flexible multi-purpose accommodation for the benefit of new and existing building users

#### Offering the heritage

- The rich heritage of St. Brides will be researched and exhibited. A researcher/curator will be employed to carry out the research and design interpretation materials.
- The heritage will be offered and explained through a permanent exhibition in the new public space, and temporary exhibitions in the newly accessible gallery space. Exhibition material will also be taken to wider audiences through partners such as the Central Library.
- Key materials will be made available in the main languages spoken in the area
- An oral history project will train volunteers to record the contemporary history of the area through 100 oral history stories.

The research findings will be made publicly available through a dedicated website.

- An education officer will design and deliver education packs and tours to enhance the school curriculum, and will recruit and train education volunteers to continue this work
- The research findings will be made publicly available through a dedicated website
- The building will act as focus and resource centre/museum for the broader understanding of the Georgian townscape.

#### Ensuring a sustainable future

- Based on our survey of existing users, our business plan and adaptations will double the hours in which the building is occupied, and enable multiple users in those times. We will increase visitor footfall from 400-500 a week to 1500 a week.
- Delivery of a business plan will ensure that the building is financially self-sustaining for the future.

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

St Bride's Church is situated on Percy Street, Liverpool 8, within the Canning Conservation Area and the Princes Park electoral ward. Princes Park is the only ward in Liverpool with over 50% of the population identifying as black/minority ethnic (source: Liverpool City Council 2017 Ward profile). 61% of the ward is in the most deprived 5% of neighbourhoods nationally; 58% of children in the ward are living in poverty; educational attainment is low and health poor (ibid). Church Urban Fund indices of multiple deprivation rank the parish as one of the most deprived in the country, 791 of 12599.

The area around St Bride's includes a number of hostels for the homeless, ex-offenders, and refugees/asylum seekers. It is very close to the University, the city's two Cathedrals and many of the city's cultural attractions. The church's ministry and programme of activities reflect this diversity.

Until 2005 St Bride's congregation was static, in single figures. Since then tremendous growth has been experienced, and the regular Sunday morning congregation now numbers 40-50, with up to 20+ attending evening services and 10-12 attending midweek prayers. These numbers are dwarfed, however, by the number attending the foodbank on Thursdays (100+, as high as 160+), and the Red Cross drop in centre for asylum seekers and refugees on Fridays (60-70). Other organisations providing important social benefits that use St Bride's building on a weekly basis include Mrrang (for female asylum seekers and refugees), Narcotics Anonymous, and the iChoir (supporting those with additional needs).

St Bride's is also used for cultural activities. Two choirs use the church, and it is an increasingly sought-after venue for concerts and gigs. Lack of availability and access to rehearsal and performance space has been identified as the key issue facing Liverpool as a Music City in a 2017 consultation.

The church hosts exhibitions by local artists, and hosted exhibitions by independent artists during the Liverpool Biennial.

There is considerable local love for the building (see letters of support).

The building itself is a Grade II\* listed neoclassical construction dating from 1830 and is considered one of the finest surviving Georgian buildings in Liverpool, and a key part of the historic Georgian townscape. It is the only surviving neoclassical Georgian church in Liverpool. It has suffered from inappropriate reordering in the past, and from severe outbreaks of dry rot. It has recently been rewired throughout and had an improved heating system fitted, and the rainwater goods have been replaced and improved.

The success of the recent TV programme 'A House Through Time', focusing on a Georgian townhouse in the St Brides parish, demonstrated the appetite for and potential of telling the story of the Georgian townscape of

Liverpool, and through it the wider social and economic history of Liverpool, Great Britain and its wider international trading links. St Brides has a rich history which is currently unavailable – the building is not suitable for multi-purpose use in its current configuration, and so when it is in use by one group it cannot be made open to the public. It has archives including the original subscription document and pew rent maps, which have not been studied.

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

- The heritage is already on the Historic England At Risk register (List Entry No. 1365835) Priority Category A , “Immediate risk of further rapid deterioration or loss of fabric”
- The Quinquennial Survey undertaken in the summer of 2017 underlines the urgency of the project, particularly as it relates to the roof and other aspects of the fabric.
- The near-collapse of the roof in 2014 required a temporary roof covering. This is now nearing the end of the planned 5 year life with the risk of further water ingress.
- The risk consequent upon any delay to the roof repair/replacement is that the fabric deteriorates further, potentially rendering the whole building unsafe and therefore unusable.
- Momentum and enthusiasm for the project have built, largely as a result of the extensive consultation we have undertaken. If there is no prospect of the project moving forward, that energy and excitement will rapidly dissipate and there is the additional risk that users and visitors will simply look elsewhere.
- The current project represents a last chance to secure the future of this heritage building.

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

Because the work on the fabric is urgent and the building at severe risk.

This is a well-loved building which is well used by groups that are typically less engaged with heritage, all of whom have shown a keen interest in and support for this project, and yet if the building is not made good and sustainable it will have to close. The area that St Brides is situated in is one of the most deprived in the country, and so the resources to restore a building like this cannot be raised from the community. If the building were made accessible and restored, it would be enabled to continue to serve the community and to interpret its heritage to sectors of the community who are not traditionally engaged with heritage.

Other sources can give us additional funds for particular projects etc but there is no other source of funding on this scale, which is what the building needs at this point if it is to be saved.

An impact assessment of the failure of this bid shows that the building would close, and would thereafter quickly deteriorate as the temporary roof failed. The Georgian Quarter would lose a key part of the streetscene, and local business leaders consider that this would stall the tentative regeneration that the area is beginning to see. The community would lose a key public asset, and the area would be scarred for decades by the deteriorating building at its heart, which would severely dent public confidence in the area. Deprived areas of the community (asylum seekers from nearby resettlement centre, the 58% of children living in poverty in the ward, etc) would lose key services such as foodbank and Red Cross, which have identified our location as key to the succesful delivery of their services. The Canning History Project have said “St. Brides is at the heart of the Canning area, its loss would be a terrible thing not just for the community but to Liverpool’s historic legacy”.

We have the opportunity currently to provide £350,000 contributory funding due to the imminent sale (contracts exchanged) of a closed church, but if this application is not succesful that will have to be spent on day to day running costs over the next few years, meaning the opportunity to build sustainability through increasing rental income through the adaptations of the building will have been missed.

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

Within the church community:

As “custodians” of the building, the initial consultation was with the church community who, after a period of discernment, gave a clear mandate to launch a major project both to repair and adapt the church. (November 2015). An Appreciative Enquiry process (by Appreciating People, summer 2016) produced, amongst other outcomes, a clear list of “design criteria” which formed part of the wider design brief. Working with these design criteria, our Project Manager produced a Concept Plan, outlining how we could make the building work for us and our users as well as offering wider access to the heritage. A leaflet was produced to present this in October 2016.

Diocesan Authorities:

On 13.12.16 we made a presentation to the Liverpool Diocesan Advisory Committee (DAC) of the Concept Plan to gauge initial reactions. The DAC were supportive.

Heritage Interest Groups:

We sought an early consultation with the Georgian Group (GG) and this took place at St Bride's on 18.01.17 with their senior caseworker, James Darwin, who then informally discussed the proposals with the GG's Casework Committee. Their written response was received on 23.02.17. We held a meeting with the local Neighbourhood Planning Group (Love Canning) on 9.1.17 to talk through our ideas. Members of the group had a longstanding interest in St Bride's and are supportive of our plans.

Local Community:

Using both door-to-door leaflets and social media we held two Open Days on 10.12.16 and 29.04.17. People were invited to look around, hear about our plans and make comments and observations - as well as lending a hand with a grounds clear-up.

Existing user groups:

Particular attention has been given to consultations with our three largest user groups (Red Cross, Foodbank and MRANG) whose requirements are also the most complex. An initial sharing of our proposals was greeted enthusiastically as was the prospect of better, more accessible facilities. A second, more “forensic” round of consultations was held as we teased out in detail how they used the space and how this could be enhanced in a more flexible building. This vital data was then fed into subsequent refinements to the design concept.

Professional Heritage Consultant:

We held an initial meeting with consultant Janice Tullock on 23.5.17 and briefed her on our overall proposals and general approach. She facilitated a half-day workshop for the Project Group on 14.11.17 helping us explore exactly what we hope to achieve.

Liverpool Echo:

The Liverpool Echo carried a detailed article featuring video footage and an interview with the Project Group chair, explaining our plans and hopes for HLF funding.

One off events:

Several events have been held specifically to raise awareness of the Project and to invite financial support. These have included an Opera Night, a Choirs Festival and an African Market. At every event we are able to speak about the heritage and what we are planning.

Heritage Consultation:

A major consultation exercise specifically around the heritage was carried out by a sub-group of the Project Group. A Heritage Consultation Survey was devised and user groups and social media contacts on facebook and twitter were asked to complete. 274 surveys were completed (163 paper and 111 online), and the results have informed our heritage engagement plans.

Local organisations and key individuals have been consulted and have offered their support: see supporting document 'Letters of Support'. Some key comments:

Liverpool Central Library (Helena Smart): “The original documents the church has at its disposal are highly relevant and precious...The heritage in the stories of the LGBT community and the progress of Open Table is interesting, as are the stories of the people who built St. Brides”. The library will give support to training volunteers, and would wish to exhibit displays that we create in the library where they get one million visitors

annually.

Sahir House local HIV support agency has strong links with St. Brides, annual World Aids Day Service, annual testing programme for HIV at St. Brides, and want to hire space for training in the refurbished building. Sahir House want to work with St. Brides on a history of HIV and faith as this would add to their archives in the "Now and Then Project" which records 30 years of HIV in Liverpool.

Councillor Anna Rothery. "My interests are culture, diversity and tourism, St. Brides is in my ward. There is no doubt that open days and guided tours etc. will interest visitors to the city, they already visit the Anglican Cathedral which is a stone's throw from the church"

Kids in Need and Distress (KIND) (Stephen Yip MBE) "You have my personal support and also the support of the Charity for your plans and ambitions for the future of St. Brides. We would like to be part of these plans and work with you."

Rotary Club of the City of Liverpool (Sue Clements)- "The church is in an architecturally stunning area... It is a source of immense pride to the local community ... Liverpool Rotary is committed to helping to save and restore this remarkable building."

Rainhill St. Ann's CE Primary, Rebecca Wilkinson Executive Principal - "I can see what potential lies in this wonderful building. With restoration and the heritage plans they are making, there are no end of opportunities for children in Merseyside to get involved with the history. St. Anns will definitely be taking advantage...."

Canning History Project, David Batemen and Elizabeth Dolan - "The Canning History Project would be very happy to book space in the newly refurbished building with its Heritage Hub....by telling its story and supporting the diverse groups which use St. Brides, the church will bring together people from all walks of life...."

**3f How are you planning to promote and acknowledge National Lottery players' contribution to your project through HLF funding?**

- A plaque in the new café hub area
- The lottery logo on all publications and display material
- Website and social media. We have an existing website which receives around 700 visitors a week, our Facebook page has 856 likes, and we have 1,534 followers on twitter.

## 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?

1. Heritage will be in a better condition.

The project will secure the long term future of the building by:

- Complete replacement of the roof, including the replacement of defective timbers and the replacement of the troublesome slate roof with an approved steel sheet material.
- Repair and restoration of damaged ceilings and internal plasterwork
- Repairs to the external fabric and external repainting
- Re-design of the church grounds to balance the needs for access, parking and recreational space.
- Enhanced heating system coupled with energy efficiency improvements to the building where this is feasible.

2. Heritage will be better interpreted and explained.

There is no current information on St Brides heritage available to visitors. As a result of this project, there will be:

- A café with a permanent entry level exhibition primarily for casual visitors and user groups.
- Interpretation boards in the grounds, visible from the street, incorporating QR codes to access additional information.
- Exhibition space in the gallery, made accessible via a lift. Over the life of this project temporary exhibitions will include for example migration in the area, the history of the LGBT community and Open Table (our LGBTQIA+ community), local music history, architectural history. There are interesting stories to tell which will help to challenge prejudices. This gallery space will also be offered to local artists for exhibitions, building on our reputation as an arts venue and increasing the flow of visitors through the building.
- These temporary exhibitions will also go on tour, eg to Central Library Liverpool which receives 1,000,000 visitors pa.
- A web site making everything that the research finds publicly available with pages giving extra details for those visitors who want to go deeper.
- Interpretative material/leaflets in various languages (after consultation with local council, museums and schools to ensure that the key languages are covered).
- An education officer will create packs and train volunteers to offer school visits tailored to the curriculum needs at each key stage. We aim to have 4 school groups visiting per month in term time, resulting in 1080+ students engaging per year.
- Guided tours by trained volunteers, including walking tours of the Georgian Quarter.
- A programme of history/heritage lectures.

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

1. People will have learnt about heritage

- School visits: We will engage an education officer to create packs and train volunteers to offer school visits tailored to the schools' curriculum needs at each key stage. We aim to have 4 school groups visiting per month in term time, resulting in 1080+ students engaging per year.
- The interpretation of the heritage will ensure that all users (current footfall 20,000, business plan is to increase this to 60,000 pa), and even casual passers-by, will have the opportunity to learn about the heritage

of the building. This will be done at various levels: passers-by will have the opportunity to read information boards visible from the street; those dropping in to the church or using the building for an event will have the opportunity to read the permanent exhibiton in the new cafe hub area, and those who speak languages other than English will have the opportunity to read this information in their own language.

- Heritage visitors will be offered more in depth engagement opportunities. They will have the opportunity to go on a guided tour, read a history booklet, attend an exhibition or lecture, and access the full research on the website.
- Volunteer opportunities will be created, with training and support: we expect to recruit and train 8-10 volunteer guides, 4 education facilitators, and 10 volunteer oral history takers, as well as 25 grounds/gardening volunteers.
- Local residents will have the opportunity to learn about the more recent history of their area through the oral history project, and the opportunity to share their own experience as the material of history for others.

## 2. People will have had an enjoyable experience

This is already a much loved and appreciated building and community asset, though it is sadly deteriorated. This project will greatly enhance the experience people have of engaging with it. It will make living and working in the area a better and more enjoyable experience, through the improved landscaping, restored exterior, and improved access to the building.

Volunteer opportunities will provide an enjoyable and community building experience for those involved. These will include a variety of roles to suit different people:

We will take and deliver oral histories by recruiting volunteers and with the help of partners such as the library service and local media, provide training. We expect c.10 volunteers to be trained to take oral histories, and around 100 stories to be recorded. Both the story takers and those giving their stories will find this a valuable and enjoyable experience.

Around ten people will be trained as volunteer guides for building and local walking tours, and a further four will be trained as volunteer education visit facilitators.

Around 25 people will be involved as volunteers in regular gardening days. We will ensure that the volunteer experience is a good one through providing high quality training, mentoring and social opportunities for volunteers.

We will make the church available for local history groups such as the HLF funded Canning History Project. The building will have been made much more usable by local community groups, performers, and individuals for everything from parties to concerts, and so many more people will be able to enjoy events and opportunities in a high quality venue in the heart of their own community. As one volunteer at the foodbank pointed out to our consultation, 'It's the only destination in the area that isn't a pub!'

Children will have an enjoyable experience at professionally created education visits, which both address curriculum areas and engage them with the heritage in enjoyable and creative ways. We aim to have 4 school groups visiting per month in term time, resulting in 1080+ students engaging per year, and have taken advice from Liverpool Cathedral's education team and from a range of local schools.

Existing and new users of the building will find their use much more enjoyable as the environment will have been restored and improved. The access to the building will be easier, particularly for those who use wheelchairs or pushchairs, who are currently directed to the back entrance. Facilities will be updated, attractive and designed to make entering the building and spending time here a pleasant experience. Toilets will be warm and more plentiful, reducing queues at busy times. There will be better and more flexible accommodation, so that user groups will be able to cater more effectively for children and young people, a key element that came out in our consultations. Heating and insulation will be improved, so that the building is warm and welcoming to all users.

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

##### 1. More people and a wider range of people will have engaged with heritage

St Brides has a distinctive and diverse range of existing users. Around 400 people pass through our doors weekly, including many from groups that are traditionally less likely to engage with heritage. It is set in a ward in which 51% of people are from BME backgrounds, in which 58% of children live in poverty, and with the third lowest household income in Liverpool (the average household income in the ward is just 51% of the average income nationally, and 70% of the Liverpool average) (source: 2017 ward profile). The asylum seeker resettlement centre Burleigh Court is a near neighbour, and in our consultations with our major existing users Red Cross, MRANG for female asylum seekers and the foodbank, our location emerged as a key factor in their success in their work here. The LGBTQIA+ community in Liverpool has established a base at St Brides, and have told us that they do not wish to move elsewhere as this is an area in which they feel safe. St Brides has a developing relationship with Sahir House and the HIV+ community, which has historically been centred in this part of Liverpool.

Through this project, St Brides will be restored as a centre of this community with a secure future, enabling us to continue to serving these groups (which include many of our members), and also enabling us to engage them with our heritage. The adaptations will mean that more people can engage with the heritage - our business plan is to increase footfall from 20,000 per year to 60,000 - through developing new spaces within the building and reconfiguring the space to allow for multiple users.

As one volunteer at the foodbank pointed out to our consultation, 'It's the only destination in the area that isn't a pub!'. This is especially important for many of the groups that use the church: the muslim community; those with addiction issues (the ward has a particularly high prevalence of those with alcohol and drug related health problems, and the church hosts a well attended Narcotics Anonymous group on Sunday afternoons); children and families; and those with low incomes. Much of Liverpool is regenerating rapidly, which can exclude these groups further as public space increasingly becomes commercial space.

##### 2. Our local area/community will be a better place to live, work or visit.

St Brides is a key part of the Georgian streetscape of this area, which has been run down over previous decades but is currently beginning to undergo regeneration. Through this project the building and grounds will enhance the streetscape rather than being an eyesore. Local business owners tell us that they believe the restoration of St Brides will 'kickstart the further regeneration of the area'; 'could be the focal point of regeneration'; 'if this doesn't happen it will stop the regeneration in its tracks'.

The sensitive adaptation will provide enhanced community facilities giving increased opportunities for events and activities that enhance community cohesion and wellbeing, as well as safeguarding the important social capital that St Brides currently provides. It will provide a central hub for the local community, and will generate an interest in the local history of the area which again will provide pride and enhance the sense of community in what can be a highly transient population.

The Georgian Quarter of Liverpool is becoming a key tourist attraction, marketed as a film location as well as on the Beatles tour. This means that the throughput of tourists and visitors is increasing, and the development of St Brides will provide a much needed history/interpretation centre for this area as well as a community facility, encouraging visitors to stay for longer and thus assisting the local economy.

The volunteer opportunities that this project will provide will also build community cohesion and pride. In particular, the oral history project will provide opportunities for local residents both as givers and recorders of memories, helping to create and validate their experience of community and place.

##### 3. Our organisation will be more resilient.

Our business plan ensures that St Brides will be financially self-sustaining at the conclusion of this project, so that the future of the building, heritage and community asset is secured. The diocese and parish are committed to the future of St Brides as a going concern, but without this capital injection the building is not sustainable.

Through this project, St Brides future will be secured. The restoration will have been funded, and the ongoing

maintenance and access to the building will be secured through increased rental income, as the adaptation programme will have provided flexible, multi-purpose and high quality spaces that will be attractive to a wide variety of users. Groups such as Sahir House HIV charity and the Canning History Project have indicated they would be keen to rent spaces from us in the restored building. Existing major users such as the Red Cross and Foodbank have indicated in their response to our consultations that additional spaces and the opportunity to rent the building at additional times would be valuable to them. At the moment the limited entrance to the building and the lack of flexible space means that only one user can hire the building at any one time, and whilst they are in there is no public access. At the conclusion of this project, multiple users will be able to be in the building simultaneously, and public access would be maintained to the cafe hub/exhibition area.

This project will secure St Brides long term future at the heart of, and at the service of, this beautiful, vibrant, diverse, deprived community.

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

- Visitors/tourists
- Children and young programme through the schools programme (7 primary schools and 3 secondary schools in the immediate parish, as well as universities and colleges, and hundreds more across the region which visit the adjacent Cathedral and synagogue and can be encouraged to include St Brides in their day visit)
- Local residents from this very diverse community with multiple deprivation, who will have the opportunity to learn new skills and gain confidence through giving their oral history, and through receiving professional training as volunteer guides and/or oral history takers.
- Local community groups who will have access to a welcoming, low cost community facility.
- Artists and audiences who will have access to an enhanced exhibition space. We have a history of well received exhibitions and this will enhance accessibility and access opening up this opportunity to more artists and more diverse audiences.
- Performing arts community and audiences: a growing venue, already used by two promoters as a regular gig venue. Lack of availability and access to rehearsal and performance space has been identified as the key issue facing Liverpool as a Music City in a 2017 consultation undertaken by Liverpool John Moores University and the Liverpool music community.
- Faith communities using St Brides: Open Table (Liverpool's LGBTQIA+ church), prayer/meditation groups, Sunday morning church.
- Micah Liverpool Foodbank providing food to c.160 people per week
- Asylum seekers and refugees, mainly from adjacent Burleigh Court resettlement centre, and user groups such as the Red Cross and women's groups.

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

Yes

#### **How many visitors did you receive in the last financial year?**

20000

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

60000

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

22

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

84

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

2.

## **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?

Once we have received our First Round Pass, the first task will be to secure Permission To Start.

Having done this, we will appoint the Project Manager, Professional Lead (Architect or Chartered Surveyor) and Heritage Lead.

We will carry out site investigations to ensure that no unforeseen circumstances exist which would hinder the proposed development.

We will commission the Professional Lead to create drawings and specifications for both the repair works and adaptations to the building. These will be based upon the brief provided (copy attached to this application) and subject to an iterative process of refinement leading to a finished proposal which can then be submitted for approval.

This approval will be required in the form of a Faculty from the Chancellor of the Diocese of Liverpool following consultation with the Diocesan Advisory Committee (DAC), the Georgian Group, Historic England and the Church Buildings Council. Certain elements of the proposal will also be subject to Planning Permission and Conservation Area Consent (principally the new roof covering, the new entrance and the landscaping / parking arrangements).

Once the necessary permissions are achieved, we will produce a Bill of Quantities and put this out, together with the drawings and specifications, to a process of competitive tendering in order to identify a Preferred Contractor. A minimum of three valid tenders from suitably qualified and experienced contractors will be required; a final decision as to the Preferred Contractor will be made on the basis of price, reference projects and Due Diligence as to their financial standing.

In parallel with this process we will carry out a further process of consultation with local residents and other stakeholders in order to finalise the Activity Programme and produce a fully costed Statement of Activities.

During the Development Phase we will work to raise the match-funding we have committed to the project. We will make applications to a number of charitable Trusts (including, but not limited to, the National Churches Trust, Garfield Weston Foundation, Allchurches Trust and Lord Lieutenant's Benevolent Fund) for additional funding. We will also organise fund raising events such as concerts, sponsored events, etc., and seek commercial sponsorship from local businesses.

Later in the development Phase we will appoint the Researcher / Curator to begin carrying out historical research to inform our Activity Plan and contribute towards the content and design of interpretative material.

During the Development Phase we will report to the Heritage Lottery Fund on a regular basis the progress of our project. We will also work-up and submit the Second Round Application.

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

Project Team, Chair: Team Rector, Miranda Threlfall-Holmes

Project Team, Deputy Chair: Martin Randall

Project Team, Fundraising Lead: Sandra Dears

Project Team members: Colin Kershaw, Managing Partner Brooke Bell Group; Andrew Kellaway, retired chartered quantity surveyor; Tom Dears, retired chartered surveyor; Cate Jacobs, poet; Helena Parker-Jervis, historian of Georgian Liverpool, MSc Sustainability student; Rose Green, IT specialist and MBA in charity management; Ian Simpson, heritage and technical officer for Liverpool diocese.

Project Manager: to be appointed.

Professional Lead: to be appointed.

Heritage Lead: to be appointed.

Researcher: to be appointed

### 5c Complete a detailed timetable for the development phase of your project. Use the 'add activity' 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>
Permission to Start	July	2018	August	2018	Project Team Deputy Chair
Appoint Project Manager	August	2018	September	2018	Project Team Chair
Appoint Professional Lead	August	2018	September	2018	Project Team Chair
Appoint Heritage Lead	August	2018	September	2018	Project Team Chair
Site Investigations	October	2018	November	2018	Project Manager
Drawings and Specifications	November	2018	May	2019	Professional Lead
DAC Consultation	May	2019	July	2019	Project Manager
Faculty Application	July	2019	October	2019	Project Manager
Planning Permission	July	2019	October	2019	Project Manager
Conservation Area Consent	July	2019	October	2019	Project Manager
Prepare Bill of Quantities	May	2019	November	2019	Professional Lead
Tenders Process	September	2019	January	2020	Project Manager
Appoint Preferred Contractor	January	2020	January	2020	Project Team Chair
Consultation on Activity Programme	September	2018	May	2019	Heritage Lead
Activity Plan	May	2019	January	2020	Heritage Lead
Grant applications	October	2018	January	2020	Project Team Deputy Chair
Fundraising Activities	August	2018	February	2020	Project Team Fundraising Lead
Seek Commercial Sponsorship	October	2018	February	2020	Project Team Fundraising Lead
Appoint Researcher	June	2019	August	2019	Heritage Lead
Carry out research and design interpretation materials	September	2019	February	2020	Researcher/Heritage Lead
HLF Project Reports quarterly	September	2018	January	2020	Project Team Deputy Chair
Second Round Application	September	2019	March	2020	Project Manager

<b>Development risks</b>				
<b>Risk</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Mitigation</b>	<b>Who will lead this</b>
Illness/incapacity/loss of key professionals	Low	Medium	Appoint professionals from larger practices where possible; ensure that information is shared among the team	Project Team Chair
Illness/incapacity/loss of appointed staff	Low	Medium	Ensure information is shared on eg shared drives and through regular briefings. Ensure good line management and provide a pleasant working environment.	Project Team Chair
Opposition to faculty/planning approval	Low	High	Already consulted informally with DAC and Georgian Group and received a positive response. Continued communication. Ensure all changes made to the building are clearly justified.	Project Manager
Tenders come in too high	Low	High	Ensure specification is detailed and unambiguous. Seek as many tenders as possible (minimum 5, ideally 7+), to guarantee competitiveness. If necessary, reduce scope of work.	Project Manager
Don't receive sufficient grants	Medium	Medium	Apply early to minimise risk. Apply for considerably more than this application assumes: identify at least £200k of grants to apply for. Advice being taken from Diocesan specialist Ian Simpson. If necessary, reduce scope of work.	Project Team Chair
Don't raise sufficient fundraising/sponsorship	Low	Medium	Invest in developing existing relationships with donors and potential donors. Predictions are based on successful events recently held. If necessary, reduce scope of works.	Project Team Chair
Temporary roof covering degrades before the development phase is completed	Medium	Low	Continued monitoring. Contingency in budget and parish reserves.	Professional Lead

## **Delivery phase**

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

As in 5c plus:

Education officer: to be appointed.

Preferred Contractor: to be appointed

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

<b>Delivery 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>
Permission to Start	August	2020	September	2020	Project Manager
Appoint contractors	September	2020	October	2020	Project Manager
Building works programme	October	2020	September	2022	Project Manager/Professional Lead
Arrange temporary accomodation for existing users (plan phasing of works)	July	2020	September	2022	Project Manager/Team Rector
Appoint researcher/curator	September	2020	November	2020	Heritage Lead
Research and production of exhibition and engagement materials	November	2020	November	2021	Researcher/Curator
Recruit education officer	May	2021	June	2021	Heritage Lead
Design and deliver education programme and train volunteers to continue it	July	2021	July	2023	Education Officer/Heritage Lead
Oral history project	October	2020	October	2022	Heritage Lead
Recruit and train volunteer guides to deliver guided tours in the re-opened building	June	2022	August	2023	Heritage Lead
End of funded programme - volunteers trained by now to continue the heritage delivery activities	July	2023	July	2023	Project Team Chair/Heritage Lead

**5g Tell us about the risks to the delivery phase of your project and how they will be managed. Use the 'add risk' button to enter additional rows.**

<b>Delivery risks</b>				
<b>Risk</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Mitigation</b>	<b>Who will lead this</b>
Building work takes longer to complete leading to cost overruns	Medium	Medium	Good project management. Regular monitoring, monthly update meetings of Project Team. Contingency in budget.	Project Manager/Project Team Chair
Disruption means we lose existing building users	Low	Medium	Plan phasing of works to minimise time the building needs to be vacated, and communicate early. Work with users to identify alternative accomodation in team churches. Good communication.	Project Team Chair/Project Manager
Illness/incapacity/loss of key individuals	Low	Medium	Ensure good communication is maintained. Regular update meetings, ensure all information is on shared drives. Recruit again if necessary, contingency in budget.	Project Team Chair/Deputy Chair
Failure to recruit/natural attrition of volunteers causes insufficient volunteers	Low	Medium	Actively recruit new volunteers and keep interest high using local contacts, media and social media. Good training and volunteer management.	Heritage Lead
Contractor goes into liquidation	Low	High	Carry out Due Diligence to ensure Contractors are all good financial standing at time of tender. Pay in arrears.	Professional lead/Project Manager
Trespass to scaffolding/vandalism	Medium	Medium	Scaffolding to be sheeted to minimum height of 5m and fitted with an approved alarm. All ladders to be removed from site and securely stored at the end of each working day	Contractors
Falling from height during high level working	Low	Medium	Scaffolding to be erected by an approved contractor and fitted with edge protection and fall-arrest systems as required. Scaffolding to be inspected weekly and immediately following any incidence of extreme weather.	Contractors
Lack of interest from schools in the education programme	Low	Medium	Education pack to be designed in conversation with schools. Contact early to encourage/plan suitable dates. Use personal contacts and networking. Run 2 days to introduce teachers to the opportunities.	Education officer

**5h When do you expect the delivery phase of your project to start and finish?**

**Project start date**

**Month** August

**Year** 2020

**Project finish date**

**Month** August

**Year** 2023

**5i Are there any fixed deadlines or key milestones that will restrict your project's timetable?**

No

## Section six: After the project ends

In this section, tell us about what will happen once your project has been completed.

### 6a How will you maintain the outcomes of your project after the grant ends and meet any additional running costs?

Volunteers will have been trained during the grant period to continue delivering the heritage outcomes (eg schools education programme will have a legacy of education packs and volunteers trained to deliver them; guided tours and exhibitions will continue; website will continue to provide access to the research).

Additional rental income from the enhanced facilities is anticipated in the business plan, which will meet additional running costs eg facilities manager on an ongoing basis.

The heritage will have been secured and an ongoing maintenance plan will ensure it is sustained in its restored condition. The adaptations will ensure a legacy of improved public access.

### 6b Tell us about the main risks facing the project after it has been completed and how they will be managed.

#### After project risks

Risk	Likelihood	Impact	Mitigation	Risk Owner
Difficulty in securing enough rental income	Low	Medium	Continue building relationships with local community and organisations. Good planning of work to minimise disruption. Buildings rental officer to foster good relationships and market the facilities.	PCC
Changing demographics in area lead to unforeseen changes in demand/patterns of use	Medium	Medium	Monitor changes and carry out continued consultation with existing and potential users. Ensure new facilities and flexible to allow for future changes in patterns of use.	PCC
Natural attrition of volunteers means not enough to deliver guided tours and education programme	Medium	Medium	Continue to promote volunteer opportunities and provide ongoing training. Good volunteer management. If necessary, reduce the pattern of tours/visits on a temporary basis. Use local media and personal contacts in ongoing recruitment programme.	PCC

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

The Project Team will meet monthly to monitor the project, and a professional team of volunteers will be provided by Liverpool Rotary to carry out external 6 monthly evaluations against each of the outcomes. We will share learning on our website, through social media, and via diocesan and HLF networks.

Specific indicators for each outcome will include:

Heritage will be in better condition:

At the conclusion of the project the church architect will carry out a fresh Quinquennial Inspection, so there will be before and after inspections and photographs to document and evaluate the improved condition. The building will be removed from the At Risk register.

Heritage will be better interpreted and explained:

The permanent exhibition will be in place, and leaflets available in different languages. Guided tours and education packs will be in place.

Temporary exhibitions will have gone 'on tour' to the Central Library.

Consultation with users will monitor and check that the material is appropriate and engaging.

People will have learnt about heritage:

Educational visits will take place, and the number of children engaging with these will be monitored against objective of 4 school class visits per month in term time.

Guided tours will be taking place, and the number of visitors engaging with these will be monitored against objective of at least one tour of 20 people per week.

Footfall in the building will be monitored and recorded, against objective of increasing the current 20,000 visits/year to 60,000.

Website traffic will be monitored to see which elements are of most interest, and these will be promoted via social media and direct future exhibition plans.

Oral history project will have recorded 100 stories and made them publicly available.

People will have had an enjoyable experience:

Oral history project will have recorded 100 stories, and an evaluation exercise will have monitored the enjoyment of participants from early in the process, leading to iterative changes if required.

Use of the building will have increased, from 20,000 current footfall to 60,000 pa.

A visitors' book and Tripadvisor page will be provided and promoted to record visitor comments/feedback, and this will be analysed by Rotary volunteers on a 6-monthly basis to provide feedback and advice on our offer to ensure the best possible visitor experience.

More people and a wider range of people will have engaged with heritage:

Use of the building will have increased, from 20,000 current footfall to 60,000 pa.

Building users will be asked to record numbers of users in their group in broad categories (ethnic origin, age, (dis)ability, etc) to enable us to monitor the diversity of visitors. This material will be analysed by Rotary volunteers on a 6-monthly basis.

The new education programme will engage 1080 children/year with the heritage; numbers and the variety of schools accessing this programme will be monitored against this target and publicity/marketing of the programme adjusted as necessary.

The current major users of the building, Red Cross, Foodbank and MRANG, will be offered individual guided tours and consulted on appropriate languages for material to be translated into, and will be consulted throughout the project to ensure it meets the needs of their users.

Our local area/community will be a better place to live, work or visit.

The volunteer team from Rotary will monitor and evaluate the impact of this project on the community, with a base line survey and assessment at the beginning of the project.

The oral history project will record 100 stories and an evaluation exercise will monitor the impact of giving these stories.

The rejuvenated building will host more community events, with footfall increasing from 20,000 to 60,000.

Our organisation will be more resilient.

Rotary's volunteer team will monitor and evaluate progress against the business plan, and make recommendations as required to ensure sustainability.

The flexible nature of the new accommodation will be designed in consultation with users, and against a brief that ensures that we are resilient to demographic changes and changes in usage demands in the future: this will be monitored by continued consultation with our main users and by the external evaluation team.

## 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	Architectural, engineering and specialist consultancy	132283	26457	158740
New staff costs	Heritage Lead and Researcher / Curator	30000		30000
Recruitment	Recruitment Advertisements	600	120	720
Other costs (development-phase)	Volunteer Expenses	1000	200	1200
Full Cost Recovery				
Contingency	Contingency	13000	2600	15600
Non-cash contributions	Non-cash contributions as per spreadsheet	4692		4692
Volunteer time	Volunteer Time as per attached spreadsheet	14325		14325
Total		195900	29377	225277

#### Development income

Source of funding	Description	Secured?	Value
Local Authority			
Other public sector			
Central government	Eligible VAT on Development Stage Professional Fees recovered via LPW Scheme	No	25420
European Union			
Private donation - Individual			
Private donation - Trusts/Charities/Foundations			
Private donation - corporate			
Commercial/business			
Own reserves	Contribution from Parish Reserves	Yes	9940
Other fundraising			
Loan/Finance			
Non-cash contributions	Non-cash contributions	Yes	4692
Volunteer time	Volunteer Time	Yes	14325
HLF grant request			170900
Total			225277

Total development costs	225277
Total development income	54377
HLF development grant request	170900
HLF development grant %	76

**Section seven: Project costs****7d Delivery-phase capital costs**

<b>Cost Heading</b>	<b>Description</b>	<b>Cost</b>	<b>VAT</b>	<b>Total</b>
Purchase price of items or property				
Repair and conservation work	Repairs as detailed in attached spreadsheet	551765	110353	662118
New building work				
Other capital work	Building adaptations and refitting as described in attached spreadsheet	1126275	225255	1351530
Digital outputs	Website	5000	1000	6000
Equipment and materials (capital)	Printing	1000	200	1200
Other costs (capital)				
Professional fees relating to any of the above (capital)	Architect, Structural Engineer, QS, etc.	77000	15400	92400
<b>Total</b>		<b>1761040</b>	<b>352208</b>	<b>2113248</b>

**Section seven: Project costs****7e Delivery-phase activity costs**

<b>Cost Heading</b>	<b>Description</b>	<b>Cost</b>	<b>VAT</b>	<b>Total</b>
New staff costs	Heritage Lead, Education Lead, Researcher / Curator	90000		90000
Training for staff				
Paid training placements				
Training for volunteers				
Travel for staff				
Travel and expenses for volunteers	Volunteer travel & expenses plus Dictaphones	8100	1620	9720
Equipment and materials (activity)	Equipment and materials	5000	1000	6000
Other costs (activity)				
Professional fees relating to any of the above (activity)	Translation & Graphic Design	8000	1600	9600
<b>Total</b>		<b>111100</b>	<b>4220</b>	<b>115320</b>

**7f Delivery-phase - other costs**

<b>Cost Heading</b>	<b>Description</b>	<b>Cost</b>	<b>VAT</b>	<b>Total</b>
Recruitment				
Publicity and promotion	Promotional events & literature	1520	304	1824
Evaluation	See Volunteer Time - Rotary Club to provide evaluation at no cost to St. Bride's			
Other costs				
Full Cost Recovery				
Contingency	Contingency	167000	33400	200400
Inflation	Inflation - assume 3%pa over three years	186597	37319	223916
Increased management and maintenance costs (maximum five years)				
Non-cash contributions	Non-cash contributions as per spreadsheet	9000		9000
Volunteer time	Volunteer Time as per attached spreadsheet	92400		92400
<b>Total</b>		<b>456517</b>	<b>71023</b>	<b>527540</b>

**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			
Other public sector			
Central government	Eligible VAT on Capital Works recovered via LPW scheme	No	377887
European Union			
Private donation - Individual			
Private donation - Trusts/Charities/Foundations	Secondary grant funding from charitable trusts	No	85000
Private donation - corporate			
Commercial/business			
Own reserves	Proceeds from sale of church land (contracts exchanged)	No	340000
Other fundraising	Local fund raising events	No	30000
Loan/Finance			
Increased management and maintenance Costs (maximum five years)			
Non-cash contributions	Non-cash contributions	No	9000
Volunteer time	Volunteer Time	No	92400
HLF grant request			1821800
Total			2756087

**7h Delivery-phase financial summary**

Total delivery costs	2756108
Total delivery income	934287
HLF delivery grant request	1821800
HLF delivery grant %	66

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

The principal contribution from parish reserves is the proceeds of the sale of the former St. Stephen with St. Catherine site on which contracts have been exchanged at the time of writing (March 2018) and which we expect to complete later this year.

VAT reclamation will be carried out on a monthly basis throughout the project; as each eligible invoice is paid it will be forwarded to the scheme administrators for processing.

We will be making applications for secondary funding to a number of charitable trusts including the National Churches Trust, the Garfield Weston Foundation, the Allchurches Trust and local charitable funds. This will be done during the Development Phase.

Local fund raising activities will include concerts in the church building, sponsored events etc. We have a professional singer in our congregation who has already held two successful concerts raising around £3,000 each and the Liverpool Rotary Club has named us as one of its partner charities as a result of which we have a number of contacts with local businesses which can offer sponsorship and support.

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

This is not applicable to our Project.

**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 once your application has completed the assessment process. 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 share information with organisations and individuals working with us with a legitimate interest in Lottery applications and grants or specific funding programmes.
- 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>	Miranda Threlfall-Holmes
<b>Organisation</b>	St Luke in the City Team Parish, Diocese of Liverpool
<b>Position</b>	Team Rector
<b>Date</b>	13/03/2018

**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.**

N/A

**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;**

Electronic

**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.**