

HAMPSHIRE COUNTY COUNCIL**Decision Report**

Decision Maker:	Executive Member for Policy and Resources
Date:	9 April 2015
Title:	Community Buildings Capital Fund 2015/16 (requests for £25,000 and over)
Reference:	6555
Report From:	Director of Culture, Communities and Business Services

Contact name: Nicola Horsey and Rosellen Lambert

Tel: 01962 845423
01962 846022

Email: nicola.horsey@hants.gov.uk
rosellen.lambert@hants.gov.uk

1. Executive Summary

- 1.1 The primary purpose of this report is to seek approval from the Executive Member for Policy and Resources for £103,000 from the Community Buildings Capital Fund 2015/16.

2. Summary of grants:

- 2.1 Applications to the Community Buildings Capital Fund 2015/16 (requests for £25,000 and over)

Organisation	District	£
Alton Community Association	East Hampshire	£45,000
Hatch Warren Community Association	Basingstoke and Deane	£58,000
Total		£103,000

3. Contextual Information

- 3.1 The Executive Member for Culture, Recreation and Countryside is responsible for a capital grant scheme for community buildings which has been running for many years. There is usually £125,000 in the budget each year which is allocated to a variety of community groups, up to a maximum of £15,000 per organisation. The applications for these grants go to the

Executive Member for Culture, Recreation and Countryside for approval at his Decision Days throughout the year.

- 3.2 Last year a further £1million was added to the capital grants budget and this was used to fund 6 larger schemes up to a maximum of £200,000. These grants also went to the Executive Member for Culture, Recreation and Countryside for decision, having first been via a small Sub Committee, set up by the Culture and Communities Select Committee.
- 3.3 In October 2014 the Leader of the Council announced the allocation of a further £1million to the Community Buildings Capital Grant scheme. This will be allocated across 2015/16 and 2016/17 (if not fully allocated in 2015/16) and grants of up to £150,000 will be awarded to projects which substantially increase the usage of a community building or enable joint use of a building by the merger of two or more groups. Details of the grant criteria are set out in Appendix 1
- 3.4 These grants will go to the Executive Member for Policy and Resources for decision, having first been via a small Sub Committee set up by the Policy and Resources Select Committee.
- 3.5 A new process has been put in place for the larger grant applications and this is as follows:-
 - The organisation fills in an Expression of Interest form which is simpler than the grant application form.
 - Officers will then draw up a shortlist and ask the organisations on the shortlist to complete an application form.
 - Officers will assess the applications and visit each applicant with the Chairman of the Policy and Resources Sub Committee before putting forward recommendations to a Sub-Committee of the Policy and Resources Select Committee.
 - Applicants will be asked to present their proposals to the Sub-Committee.
- 3.6 The original date for the submission of Expressions of Interest (EOI) was 31 January 2015. Six EOI were received, two of which were relatively small and straightforward projects. It was felt these projects could be fast tracked through the process and the organisations concerned have subsequently submitted a complete grant application form. Details of the two applications for grants are set out in Appendix 2.
- 3.7 It is not possible to progress the remaining four EOIs at the moment; more information is needed and this will take time for the organisations concerned to co-ordinate. It is therefore recommended that officers work with the organisations and others that may be interested in applying for a larger grant. In view of this it is also recommended that the deadline for EOI is extended to October 2015.

4. Budget Position

4.1 2015/16:	£
Budget Approval for 2015/16	1,000,000
Grants recommended for approval 9 April 2015 (requests for £25,000 and over)	103,000
Remaining balance available	897,000

5. Other Considerations

- 5.1 Legal Implications: The Council has wide powers under Section 19 Local Government (Miscellaneous Provisions) Act 1976 to provide recreational facilities and to contribute by way of a grant or loan towards the expenses incurred by voluntary bodies in providing such facilities and activities.

6. Recommendations

- 6.1 That the Executive Member for Policy and Resources:
- i) Approves the grant of up to £45,000 to Alton Community Association from the Community Building Capital Fund subject to conditions as contained in the report and obtaining a grant from East Hampshire District Council.
 - ii) Approves the grant of up to £58,000 to Hatch Warren Community Association from the Community Building Capital Fund subject to conditions as contained in the report and obtaining a grant from Basingstoke and Deane Borough Council.
 - iii) Extends the deadline for Expressions of Interest to the Community Buildings Capital Fund to October 2015 and amends the grant criteria to include the requirement for applicants to seek funding from the relevant District/Borough Council.

CORPORATE OR LEGAL INFORMATION:**Links to the Corporate Strategy**

Hampshire safer and more secure for all:	no
Corporate Improvement plan link number (if appropriate):	
Maximising well-being:	yes
Corporate Improvement plan link number (if appropriate):	
Enhancing our quality of place:	yes
Corporate Improvement plan link number (if appropriate):	

Other Significant Links

Links to previous Member decisions:		
<u>Title</u>	<u>Reference</u>	<u>Date</u>
Direct links to specific legislation or Government Directives		
<u>Title</u>	<u>Date</u>	

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

DocumentLocation

None

IMPACT ASSESSMENTS:

1. Equality Duty

1.1. The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Due regard in this context involves having due regard in particular to:

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

1.2. Equalities Impact Assessment:

A high level Equalities Impact Assessment has been undertaken. It identified that the proposed changes to the grants are intended to have a positive impact and advance equality by creating a more open and transparent funding programme.

2. Impact on Crime and Disorder:

2.1 Not applicable.

3. Climate Change:

a) How does what is being proposed impact on our carbon footprint / energy consumption?

Not applicable.

b) How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts?

Not applicable.

Hampshire County Council Grant Criteria for Community Buildings Capital Fund 2015/16

What is funded?

The Community Buildings Capital Fund supports capital based projects including refurbishment and improvement of Hampshire community centres, village halls and charitable and voluntary organisations (which offer a full and varied open access community programme).

For 2015/16 financial year only the County Council has set aside £1m from the Capital Programme for a programme of improvements to community centres and village halls. If you wish to apply for a larger grant of over £25,000, it is also anticipated that a small number of grants of up to £150,000 will be awarded for projects which substantially improve the building to increase usage or which enable the joint use of a building by the merger of two or more community organisations. This budget has been added to the existing Community Buildings Capital Fund and will be granted to projects meeting the criteria below taking place in the financial year of 2015/16 (and 2016/17 if appropriate). **There is a different application process for these larger proposals.**

The aim of this funding programme is to focus primarily on projects which provide improvements that reduce running costs. By way of example at one end of the scale, the installation of insulation, new windows and a modern central heating system could have a significant effect on heating costs as well as carbon footprint. At the other end of the scale would be the merging of two self-standing facilities into one. An example could be the building of an extension onto an existing centre to accommodate the needs of other local community groups which were previously housed in an old, inadequate building with very high maintenance and heating bills.

The programme is not designed to be over prescriptive and developed innovative ideas for projects are encouraged.

What isn't funded?

The following organisations are not funded under this scheme:

- Parish Councils
- Other local authorities
- Groups and organisations whose main priority is of an individual focus or single use i.e. playgroup, lunch clubs or youth groups
- Uniformed organisations
- School properties
- Sports clubs
- Theatres

The following projects are not funded under this scheme:

- The purchase of land.
- Equipment not directly attributable to the building i.e. we will fund fitted kitchen equipment and sound systems, but would not fund a television or hi-fi system. We will also not fund equipment intended for the use of a separate trading arm or commercial organisation using the premises.
- Capital works that have already been carried out. We cannot retrospectively fund projects, grants are awarded for works to be carried out in the future.

Grant criteria and eligibility

The Community Buildings Capital Fund is open to the following community based organisations who benefit a local community/local communities in Hampshire, support the priorities and outcomes of Hampshire County Council's [Strategic Plan 2013-17 'Shaping Hampshire: modern, public services for the future'](#) and improve the health and wellbeing for all, improving the quality of life for all, particularly those who are vulnerable or disadvantaged:

- Village halls (not parish-run halls)
- Community associations
- Charitable and voluntary organisations which offer a full and varied open access community programme.

These organisations must be properly constituted with clear and effective local governance and management structures.

Organisations will not normally be eligible for grants where they hold unallocated reserves in excess of one year's running costs. Where it is judged that unallocated reserves are unreasonably in excess of what is required or not allocated for legitimate purposes, those organisations may receive a reduced grant. All charitable organisations are expected to have an agreed reserves policy that addresses their financial risk.

Grant criteria

Capital based projects must fall into one or more of the following categories:

- Building repairs, extensions and refurbishments
- Capital improvements that reduce running costs
- Health and Safety issues
- Equipment that will become a permanent fixture within the building which improves access and/or increases usage (the exception to this are tables, chairs and storage units which will also be funded)
- Capital based feasibility studies.

Organisations need to demonstrate:

- The provision of open access community programmes/activities from the community building for the benefit of the local community.
- The impact the capital based project will make to the local community, the organisation and wider society (if appropriate).
- The local community have been involved in identifying the need for the project and support it.

Applicants will be expected to have obtained permission from the landlord to undertake the capital work. If required applicants will also be expected to have obtained (or engaged in the process of) planning permission and/or listed buildings consent (if appropriate) to carry out the works.

Where appropriate, depending on the grant sum requested, the organisation will be expected to submit supporting documentation. All documentation will be used, alongside the application form, to assess against the grant criteria.

**Community Buildings Capital Fund (requests for £25,000 and over) 2015/16
Application assessment summary**

Each grant application has been assessed against the Community Buildings Capital Fund criteria (Appendix 1.1) using a standard template.

Project funding requests

Organisation	Project Title Total project costs	Proposal	Amount Requested	Amount recommended capital fund 2015/16
Alton Community Association <i>(East Hampshire)</i>	Building Works Phase II £90,000	<p>The organisation seeks funding to: refurbish toilets which are old and shabby, soundproofing works to roof of the Main Hall and replacing interconnecting doors between downstairs halls with acoustic doors so that more concurrent use of neighbouring areas of the centre can take place (currently limited due to noise levels for some activities); reconfiguration of the kitchen area to improve working space and storage and to make it more accessible for staff. The organisation hopes to carry out works between Aug 2015 and Jan 2016.</p> <p>The organisation has lost bookings in the past due to the problem of lack of soundproofing and it is a subject about which they receive regular comments from users.</p> <p>The organisation provides a wide range of open access community. Activities it delivers include adult community learning (400 learners per year), OFSTED registered pre-school, youth club (3 sessions per week), over-70's community club, annual jobs fair, shop mobility and holiday play schemes. The centre is also used by a range of regular hirers including University of the Third Age, Basingstoke Substance Misuse Team, counselling services, sports, arts, dance and special interest clubs and activities.</p> <p>1000 Hampshire residents are expected to benefit from the project.</p> <p>The organisation was not able to submit all of the requested three quotes at the time of application for all elements of the project and information on matched funding etc. This is in hand.</p> <p>The organisation is applying for a grant of £25,000 from East Hants District Council.</p> <p><i>Note 1: The organisation was awarded £2,765 Community Investment Fund</i></p>	£45,000	£45,000

Organisation	Project Title Total project costs	Proposal	Amount Requested	Amount recommended capital fund 2015/16
		<p>2015/16 (decision day 04/12/2014) and has applied for £4,500 Adult Services Annual Grant Programme.</p> <p><u>Note 2:</u> The organisation was awarded £5,000 Community Buildings Capital Fund 2014/15 (decision day 16/09/2014) for Phase I of building works and this award is currently open, though it is expected to be completed soon.</p> <p><u>Note 3:</u> The organisation was awarded £2,850 Community Investment Fund 2014/15 (decision day 04/12/2013), £9,000 Adult Services Annual Grant Programme 2014/15 (decision day 24/01/2014) and 2014/15 Short breaks for Children with Disabilities and Additional Needs- under £5k.</p> <p>Councillor Joy has been asked for his comments, but no response has been received to date.</p> <p>It is recommended that Alton Community Centre is awarded up to 50% of project costs up to a maximum of £45,000 in principle, subject to satisfactory completion and assessment of their Community Buildings Capital Fund 14/15 award and subject to receipt and satisfactory assessment by officers of all required quotes, matched funding etc. and obtaining a grant from East Hampshire District Council.</p>		
<p>Hatch Warren Community Association</p> <p><i>(Basingstoke and Deane)</i></p>	<p>Bringing the centre up to 21st Century Standards</p> <p>£73,000</p>	<p>The organisation seeks funding to enlarge the size of the lounge area to provide a safe and comfortable environment to allow expansion of the after school club; updating the cramped office facilities in response to increased staffing levels (linked to expanding after school club and centre staff); soundproof the hall so that there can still be use of the side rooms whilst exercise classes are in progress in the hall.</p> <p>The need for the project is evidenced by the high demand for facilities; there is a 20 child waiting list for the after school club and hall bookings are at capacity. The organisation has involved the user groups by canvassing what they would like from the centre and have also canvassed 4000 homes to give feedback to be incorporated in future projects.</p> <p>Activities delivered by the organisation are mostly for children and young people (after school club and youth sessions) and social activities (one-off events/festivals and coach trips). The business plan links this to the relatively high level of young people in the area. The centre is also used by a range of regular hirers providing activities for children, adults and older people (e.g. parent and</p>	£58,000	£58,000

Organisation	Project Title Total project costs	Proposal	Amount Requested	Amount recommended capital fund 2015/16
		<p>toddler groups, dance, fitness and sports activities, baby clinic, seniors group, women's institute). In addition it is available for children's parties and social events. They report a footfall in Oct-Dec 2014 of 28295. The centre is also regularly used by the local Children's Centre (Bunnies Childrens' Centre, run by Action for Children).</p> <p>3000 Hampshire residents are expected to benefit from the project.</p> <p>The organisation issued a scope of works for contractors to tender against. It was only able to submit two of the requested three quotes at the time of application. The organisation is providing £15,000 of its own funds to the project. It is requesting the shortfall (£58,000) but notes that it has applied to Basingstoke and Deane Borough Council for £22,500 and that if this application is successful, the request to HCC would be reduced to £35,500. A decision is expected in March 2015.</p> <p>Councillor Burgess has been asked for her comments, but no response has been received to date.</p> <p>It is recommended that Hatch Warren Community Association is awarded up to 79.45% of project costs up to a maximum of £58,000 on condition that the organisation review their level of Public Liability Insurance, a third quote is obtained and on the understanding that this amount may be reduced in line with any award from Basingstoke and Deane Borough Council.</p>		
TOTAL			£103,000	£103,000