

HAMPSHIRE COUNTY COUNCIL**Decision Report**

Decision Maker:	Executive Member for Culture, Recreation and Countryside
Date:	05 March 2015
Title:	Community Buildings Capital Fund 2014/15 (requests for £25,000 and under) Community Buildings Capital Fund 2015/16 (requests for £15,000 and under)
Reference:	6505
Report From:	Director of Culture, Communities and Business Services

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1. Executive Summary

- 1.1 The primary purpose of this report is to seek approval from the Executive Member for Culture, Recreation and Countryside for:
- i) £25,000 from the Community Buildings Capital Fund 2014/15
 - ii) £6,326 from the Community Buildings Capital Fund 2015/16

2. Summary of grants:

2.1 Community Buildings Capital Fund 2014/15 applications

Organisation	District	£
The Parochial Church Council of the Ecclesiastical Parish of Brockenhurst	New Forest	£25,000
Total		£25,000

2.2 Community Buildings Capital Fund 2015/16 applications

Organisation	District	£
Greyladyes Arts Foundation	Eastleigh	£6,326
Total		£6,326

3. **Contextual Information**

- 3.1 The County Council works in partnership with specific community organisations, particularly Community Associations and Village Hall Trusts which seek to enable local people to meet the recreational, educational, social, cultural and environmental needs of their local communities. These organisations give local people an opportunity to participate in local activities and encourage local initiatives by people of all ages.
- 3.2 Partnership funding from the Community Buildings Capital Fund enables the voluntary and community sector to maintain the quality of Hampshire's village halls and Community Association buildings. This finance enables improvements to be made to those buildings and can assist with the development of new facilities where appropriate. The provision of these buildings by the voluntary and community sector enable local communities to access the services and facilities they need. Details of the grant criteria are set out in Appendix 1.
- 3.3 By providing financial support to these organisations for the maintenance of their buildings, the County Council is able to work in partnership with the community sector to achieve the Corporate Priority.
- 3.4 1 organisation has applied for 2014/15 funding and details are set out in Appendix 2. This application was deferred by the Executive Member for Culture, Recreation and Countryside on 9 September 2014.
- 3.5 1 organisation has applied for 2015/16 funding and details are set out in Appendix 2.1.

4. **Budget Position**

4.1 2014/15:	£
Budget Approval for 2014/15	125,000
Transfer approved on 16 September from Activity/Organisational Change Grants' budget	35,000

Grants awarded in 2013/14 allocated from 2014/15 budget	29,746
Grants previously approved for 14/15 (A total of 17 grants of £25,000 and under)	99,270
Grants recommended for approval 5 March 2015 (grants of £25,000 and under in this report)	25,000
Remaining balance available	5,984

4.2 **2015/16**

Budget approval for 2015/16	125,000
Carry forward from 2014/15	5,984
Grants recommended for approval 5 March 2015 (grants of £25,000 and under in this report)	6,326
Remaining balance available	124,658

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 Culture, Recreation and Countryside:
- i) Approves grants for £25,000 from the Community Buildings Capital Fund 2014/15.
 - ii) Approves grants for £6,326 from the Community Buildings Capital Fund 2015/16.

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>
Exec Member for Culture and Recreation	6071	16 September 2014
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.)

<u>Document</u>	<u>Location</u>
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.

1. 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.

Appendix 1**Hampshire County Council Grant Criteria for
Community Buildings Capital Fund 2014/15****When to apply**

The Community Buildings Capital Fund is open for applications all year (pending funding available).

Application deadline	Decision Day
1 August 2014 (pending funding available)	16 September 2014

Organisations will not normally be awarded more than one grant per financial year (previously funded projects must be completed before a new application is made). If an organisation requires an emergency request outside of the above dates please contact CCBSgrants@hants.gov.uk.

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).

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, 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.

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.

Grant criteria

Hampshire County Council can fund up to a maximum grant of £25,000. Normally we would expect match funding of 50% of the total project costs.

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 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 planning permission and/or listed buildings consent (if appropriate) to carry out the works.

Documentation required

Organisations will also be expected to submit the following documents for ALL projects;

- Copy of your most recent audited/independently examined annual accounts
- Copy of your reserves policy
- A copy of estimates for the work (if work is less than £10,000 please enclose one estimate. Otherwise at least three estimates for the work should be enclosed). Estimates should be presented on company stationary and should contain a company VAT number if appropriate.
- Copy of your community programme including list of organisations that use your premises
- Copy of plans for major projects where appropriate (for projects costing a total of over £50,000)

Grants £5000 and over

- Annual Accounts
- Adults Safeguarding Policy
- Child Protection Policy

Grants £10,000 and over

- Annual Accounts
- Adults Safeguarding Policy
- Child Protection Policy
- Three year business plan
- Public Liability Insurance (usually £10m)
- Employers' Liability Insurance (usually £10m)

For applications requesting support for capital energy efficiency projects

- An energy audit or similar document for community building.

On occasions, at our discretion, we may require further information and documentation in addition to the above to support the assessment process.

Feasibility studies

In order to assist voluntary organisations apply for funds from other sources, Hampshire County Council may support the costs of feasibility studies. Applications will be considered for 50% of the cost of such studies up to a maximum of £500.

Hampshire County Council will normally fund up to a maximum of 50% of the total project costs not exceeding a maximum grant of £25,000.

If you need any further information or advice please contact the Community Support Team.

- [Business plan guidance](#)  37kb

**Community Buildings Capital Fund 2014/15
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 2014/15
<p>The Parochial Church Council of the Ecclesiastical Parish of Brockenhurst</p> <p><i>(Brockenhurst, New Forest)</i></p>	<p>Development of Brockenhurst Church Hall</p> <p>£300,000</p>	<p>The organisation requests funding to extend and modernise the church hall which is driven by the growth in numbers and variety of user groups. Included in the development is enlarging and refurbishing the kitchen, create a dedicated space for young people, create a space for a crèche to operate, add an additional office space, disabled toilet and a chair store.</p> <p>There is a range of activities facilitated in the church hall including music and movement, sing for fun, yoga, dance class, lunch club and holiday at home.</p> <p>The current kitchen is too small for the efficient preparation of cooked meals (an average of 1,800 meals a year). A dedicated youth space and a crèche room will encourage young people and families to use the hall. The disabled toilet will make the hall more accessible to current and potential disabled users.</p> <p>Since the original application, the planned timescale has been brought forward and construction is now planned to start in July 2015. This is due to success in local fundraising. The organisation has developed and submitted a Business and Marketing Plan, as requested in September 2014.</p> <p>The organisation has applied for £20,000 from New Forest District Council and has secured £1,000 from Councillor Thornber. It has secured £204,000 from other sources and is awaiting the outcome on other applications totalling £50,000. The decisions on these applications are expected in March and June 2015.</p> <p><u>Note 1:</u> The organisation was awarded £1000 County Councillor Grants 2014/15 (decision date 07/10/2014), referenced above.</p> <p>Councillor Thornber has been consulted and responded to express his continued support of the application.</p> <p>It is recommended the organisation is awarded 8.33% of project costs to a maximum of £25,000.</p>	£25,000	£25,000
TOTAL			£25,000	£25,000

**Community Buildings Capital Fund 2015/16
Application assessment summary**

Each grant application has been assessed against the Community Buildings Capital Fund criteria (Appendix 1) using a standard template.

Project funding requests

Organisation	Project Title Total project costs	Proposal	Amount Requested	Amount recommended capital fund 2015/16
Greyladyes Arts Foundation <i>(Hamble, Eastleigh)</i>	GAF Renovation and Energy Conservation £12,652	<p>The organisation requests funding to make improvements and refurbishment to the Grade II Listed building which it owns. These include: repair to damp course and tanking; injection of damp course/proof material to walls and pillars; installation of a surface water drainage channel and connection/repair to surface water sewer; installation of electrical heating units; rehanging of lobby oak doors. Planning permission and listed building consent are in place.</p> <p>The majority of activities at the centre are arts based or social based, with some sports based activity and some activity for children (choir, concerts, painting, pocket orchestra, exhibitions, plant sales, table tennis, children's workshop, Brownies, lunches and coffee mornings). Activities are limited by the condition of the building, as damp and cold mean it is not operational throughout the year. Improvements to the building are planned to result in increased activity to include art classes, family tree breakfast group, artists' forum, children's art club, afternoon tea with music, classical music practice, dance classes and lectures. 200 Hampshire residents are expected to benefit per week. The organisation plans especially to provide local access to more deprived children living locally. These works are part of a larger programme of improvements to the building and are due to be completed within 2015. The organisation has not applied for any other grants to support these elements and the balance of the project is to be made up through event income, regular donors and local fundraising. Councillor House has been consulted and responded in support of the application.</p> <p>It is recommended Greyladyes Arts Foundation is awarded 50% of project costs to a maximum of £6,326.</p>	£6,326	£6,326
TOTAL			£6,326	£6,326