

HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	Executive Member for Culture, Recreation and Countryside
Date:	16 July 2015
Title:	Community Buildings Capital Fund 2015/16 (requests for £15,000 and under)
Reference:	6725
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) £61,890 from the Community Buildings Capital Fund 2015/16

2. Summary of grants:

2.1 Community Buildings Capital Fund 2015/16 applications

Organisation	District	£
Colden Common Methodist Church	Winchester	£0
Copythorne Parish Hall	New Forest	£8,890
Empshott Village Hut Committee	East Hants	£15,000
Northbrook Hall Management Committee	Winchester	£14,180
Squirrel's Pre School	New Forest	£0
Stockbridge Town Hall	Test Valley	£4,980

Organisation	District	£
The Ecclesiastical Parish of St Peter's, Yateley	Hart	£0
Westside Community Association	Basingstoke & Deane	£8,930
Whitehill Village Hall	East Hants	£9,910
Total		£61,890

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 9 organisations have applied for 2015/16 funding and details are set out in Appendix 2.

4. Budget Position

4.1 2015/16

Budget approval for 2015/16	125,000
Carry forward from 2014/15	5,984
Grants awarded 5 March 2015	6,326
Grants recommended for approval 16 July 2015 (grants of £15,000 and under in this report)	61,890
Remaining balance available	62,768

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 £61,890 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>
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

Community Buildings Capital Fund

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).

Hampshire County Council can fund up to a maximum of 50% of the total project costs not exceeding a maximum grant of £15,000.

As a one-off opportunity, the County Council has set aside £1m from the Capital Programme for a programme of significant 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 valued at £50,000 and over 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. Projects should be well developed, ideally with planning permission in place, and organisations should also apply for funding from their local borough or district council, where available. 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 2016/17 (and 2017/18 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.

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.

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 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 (District / Division)	Project Title (Total project costs)	Proposal	Amount Requested	Amount recommended capital fund 2015/16
Colden Common Methodist Church (Winchester / Bishops Waltham)	Re roofing side extension (£16,464)	The organisation requests funding for the replacement of overlay to flat roof of extension to maintain integrity of waterproofing and provide additional insulation. Work is to be carried out during the school holidays to minimise disruption. The community programme is limited and comprises a play group (term time), Scouts/Guides (term time), church run youth group (two sessions per month) and occasional use for music group, jumble sales and children's parties. The organisation has committed £3,202 of its own funds to the project (although the application states it holds £12,603 which could be used for this project) as well as £1,262 of undesignated church funds and has applied to Colden Common Parish Hall Trust for £5,000 (awaiting outcome). If this application is not successful the organisation will use more of the undesignated church funds. 169 Hampshire residents are expected to benefit. Councillor Humby was invited to comment. As the organisation would go ahead with the project without the financial support of HCC, it is recommended this application is not supported.	£7,000	£0
Copythorne Parish Hall (New Forest / Fordingbridge)	Replacement of the Hall floor (£20,000)	The organisation requests funding to replace the existing wood block flooring with a more durable surface, which is not susceptible to damp. There have been complaints from community groups using the hall that the floor is becoming a safety hazard. Work will be carried out in August 2015. The hall is used by a range of community organisations providing activities for children and young people, adults and older people, as well as occasional social use. Regular users of the hall canvassed their members on the proposed project and the response was overwhelmingly favourable. The application shows project costs of £20,000 but the highest of the three quotes provided is only £18,883. The recommendation is therefore based on overall project costs of £18,883. The organisation states it has £2,000 of its own funds	£10,000	£8,890

Organisation (District / Division)	Project Title (Total project costs)	Proposal	Amount Requested	Amount recommended capital fund 2015/16
		<p>available for the project and has applied to Viridor Credits for £8,000 (awaiting outcome). The organisation does not have Safeguarding Policies in place. 350 Hampshire residents are expected to benefit.</p> <p><i>Note:</i> The organisation was awarded £7,000 Community Building Activity Grant 2013/14 (decision date: 20/01/2014) for a car park extension. This project has been completed.</p> <p>Councillor Heron was invited to comment.</p> <p>It is recommended Copythorne Parish Hall is awarded 47% of actual project costs to a maximum of £8,890 on the condition that the organisation develops and adopts Safeguarding Policies. Support will be offered in developing policies.</p>		
<p>Empshott Village Hut Committee</p> <p>(East Hampshire / Petersfield Hangers)</p>	<p>Extension to Village Hut</p> <p>(£40,950)</p>	<p>The organisation requests funding to build a single storey extension to a 1920's former military hut, now used as a village hall, to provide facilities including lobby area, two WC's (including disabled facilities), a small kitchen and additional storage. There are currently no kitchen facilities and only a chemical toilet in an outbuilding. These limited facilities curtail potential community use significantly. Once improvements are made, new planned activity that could be delivered includes cookery classes, art groups and table tennis as well as income generating private functions. This would supplement existing activities such as quiz nights, band practice, dance and music events.</p> <p>This project would make a significant difference to the availability of suitable community facilities and is likely to lead to the development of new community activity and improve access to services.</p> <p>The organisation has committed £7,000 of its own funds to the project and could commit a further £3,000, although this is almost all its remaining free reserves. It has secured £1,000 from Hawkley Parish Council, is preparing an application to East Hants District Council and continues to fundraise locally for the shortfall. 300 Hampshire residents are expected to benefit.</p> <p>Councillor Clarke was consulted and commented that he fully supports the application from this small group endeavouring to bring their hall up to 21st century standards.</p> <p>It is recommended Empshott Village Hut Committee is awarded 37% of actual project costs to a maximum of £15,000 on the condition that it develops and adopt a Reserves Policy. Support will be offered in developing this policy.</p>	<p>£20,000</p> <p><i>(this is above the maximum limit for this scheme)</i></p>	<p>£15,000</p>

Organisation (District / Division)	Project Title (Total project costs)	Proposal	Amount Requested	Amount recommended capital fund 2015/16
Northbrook Hall Management Committee (Winchester / Itchen Valley)	Northbrook Hall Improvement, Phase 4 (£28,357)	<p>The organisation requests funding to support the final phase of their significant hall improvement project. This phase includes the installation of a disabled access ramp and pathways to provide users with safe, well-lit access to the new front door of the hall. This will be of particular benefit to elderly and disabled hall users, with inclines and hand-rails that fully comply with building regulation standards. Currently the path to the hall door is steep, has no hand rails, and is poorly lit. The front gate will be widened to improve access and bicycle hoops installed to encourage alternative transport and improve security. Planning and listed building consents are in place for the overall project, including this phase.</p> <p>The organisation has committed £2,498 of its own funds to the project and will make up the shortfall through local and other fundraising, with help from the Parish Council with cash flow if needed.</p> <p>1500 Hampshire residents are expected to benefit.</p> <p><u>Note:</u> The organisation was awarded £25,000 Community Building Capital Fund 13-14 (decision date: 14/12/2013) towards phase 3 of the overall project. This is partially completed, with work due to be finished in June 2015.</p> <p>Councillor Porter was invited to comment.</p> <p>It is recommended Northbrook Hall Management Committee is awarded 50% of actual project costs to a maximum of £14,180.</p>	£15,000	£14,180
Squirrels Pre School (New Forest, Totton North)	New build garden (£12,000)	<p>The organisation requests funding to provide a new garden for the children to enjoy in a safe environment. The grant criteria state that this scheme is not open to “groups and organisations whose main priority is of an individual focus or single use i.e. playgroup, lunch clubs or youth groups”. The applicant is not an eligible organisation, therefore. The project is primarily for the use of the preschool children and as such is not an eligible project under this scheme.</p> <p>Councillor Lagdon was invited to comment.</p> <p>As the application does not meet scheme eligibility criteria, it is recommended that this application is not supported.</p>	£2,000	£0
Stockbridge Town Hall (Test Valley / Test Valley Central)	Replacement of Partition Doors (£9,979)	<p>The organisation requests funding to remove the existing partition doors between two ground floor rooms, widen the doorway and install new, soundproofed partition doors. This will make the two rooms more usable by community groups. The community programme includes use by a wide range groups including regular and one-off activities and services for children, adults and older people. Although the application includes comments on safeguarding, there are no separate Safeguarding Policies.</p>	£4,979	£4,980

Organisation (District / Division)	Project Title (Total project costs)	Proposal	Amount Requested	Amount recommended capital fund 2015/16
		<p>The organisation has committed £5,000 of its own funds to the project. It has not applied to any other funders, including District and Parish councils.</p> <p><u>Note:</u> The organisation was awarded £2,500 Community Buildings Capital Fund 2012/13 for high level external works (gutters, etc.).</p> <p>Councillor Gibson was consulted and expressed his support.</p> <p>It is recommended Stockbridge Town Hall is awarded up to 50% of actual project costs to a maximum of £4,980 on the condition that the organisation develops and adopts Safeguarding Policies. Support will be offered in developing policies.</p>		
<p>The Ecclesiastical Parish of St Peter's, Yateley</p> <p>(Hart / Yateley East, Blackwater and Ancells)</p>	<p>St Peter's Church Community Hub for Yateley</p> <p>(£914,322)</p>	<p>The organisation requests funding to refurbish two linked buildings to create a 'community hub' comprising coffee shop, charity shop, church office, facilities for mental health counselling service and possible facilities for a preschool. There is scope for some community activity in the coffee shop (potential Youth Café mentioned in the application form) but a large part of the scheme is retail space or single use, which is not eligible under this scheme. 250 Hampshire residents are expected to benefit.</p> <p>Councillor Collett was consulted and noted that the project as a whole does not meet the scheme criteria, but felt that some aspects could.</p> <p>As the proposal does not fit scheme criteria, it is recommended this application is not supported.</p>	£15,000	£0
<p>Westside Community Association</p> <p>(Basingstoke & Deane / Basingstoke Central)</p>	<p>Gentleman's Toilet Refurbishment</p> <p>(£17,844.33)</p>	<p>The organisation requests funding to refurbish the men's toilets at the centre, to improve facilities for community users. The improvements are also expected to encourage new groups and users to the centre, increasing income generation and financial sustainability for the organisation. These facilities have not been refurbished since the building was opened 40 years ago.</p> <p>The organisation has committed £4,900 of its own funds to the project and secured £2,945 from Basingstoke and Deane Borough Council. It has applied for more than the maximum 50% funding available through this scheme and have indicated it will continue to fundraise to address any remaining shortfall. 8253 Hampshire residents are expected to benefit.</p> <p><u>Note:</u> The organisation was awarded £9,892 Children's Services Integrated Grant 14-15 (decision date: 22/01/2014). It was unsuccessful in two applications of £9,272 each to Children's Services Integrated Grant 15-16 as they did not meet the scheme criteria (decision date: 21/01/2015).</p> <p>Councillor Connor was consulted and expressed his strong support.</p>	£10,000	£8,930

Organisation (District / Division)	Project Title (Total project costs)	Proposal	Amount Requested	Amount recommended capital fund 2015/16
		It is recommended Westside Community Association is awarded 50% of project costs to a maximum of £8,930. It is also recommended the organisation is signposted to the County Councillor Grants.		
Whitehill Village Hall (East Hampshire / Bordon, Whitehill and Lindford)	Refurbishment of Whitehill Village Main Hall (£21,907)	<p>The organisation requests funding to contribute to a programme of improvements to the building which includes new main electrical distribution board, wiring to current safety standards, refurbishment and toilets with disabled access installed at the side of the building. These works will improve accessibility, alleviate condensation in the building and improve safety. They should also lead to increased attendance at current community activities and events and enable the facility to attract new community groups.</p> <p>The organisation has secured an 'Awards for All' grant of £9,999. The application shows it could contribute £2,000 of its own funds to the project, but has only committed £1,909. It has not applied to any other funders, including District and Parish councils. If the full £2,000 available was committed to the project, the contribution from HCC could be reduced to £9,910.</p> <p>350 Hampshire residents are expected to benefit.</p> <p><u>Note:</u> The organisation were awarded £4,500 Community Buildings Capital Fund 14-15 (decision date 16/09/2014) for the refurbishment of the kitchen. This project has been completed.</p> <p>Councillor Carew was invited to comment.</p> <p>It is recommended Whitehill Village Hall is awarded 46.22% of actual project costs to a maximum of £9,910.</p>	£9,999	£9,910
TOTAL			£93,978	£61,890