

HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	Executive Member for Culture, Recreation and Countryside
Date:	4 October 2016
Title:	Community Buildings Capital Fund 2016/17 (requests for £25,000 and under)
Reference:	7730
Report From:	Director of Culture, Communities and Business Services

Contact name: Nicola Horsey
Rosellen Lambert

Tel: 01962 845423 **Email:** nicola.horsey@hants.gov.uk
01962 846022 rosellen.lambert@hants.gov.uk

1. Executive Summary

- 1.1 The purpose of this report is to seek approval from the Executive Member for Culture, Recreation and Countryside for £113,780 of funding from the Community Buildings Capital Fund 2016/17.

2. Summary of grants:

- 2.1 Community Buildings Capital Fund 2016/17 applications

Organisation	District	£
Bighton Village Hall Committee	Winchester	£7,600
The Bramshaw Trust	New Forest	£10,000
Brockenhurst Village Trust	New Forest	£0
Denmead Community Association	Winchester	£12,240
Gosport Community Association	Gosport	£5,000
Hulse Hall, Breamore	New Forest	£19,690

Organisation	District	£
Romsey Amateur Operatic and Dramatics Society	Test Valley	£25,000
St Matthew's Church (aka Parish of St Matthew with St Paul, Winchester)	Winchester	£0
Titchfield Community Association	Fareham	£9,250
Westside Community Association	Basingstoke and Deane	£25,000
Winchester Science Centre	Winchester	£0
Total		£113,780

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 Eleven organisations have applied for 2016/17 funding and details are set out in Appendix 2.

4. Budget Position

4.1 2016/17

	£
Budget approval for 2016/17	125,000
Carry forward from 2015/16 (inc. returned funds)	32,565
Transfer from revenue grants 2016/17 (3 December 2015)	79,990
Transfer from revenue grants 2015/16 (18 April 2016)	60,000
Transfer from P&R Large Projects 2015/16 (22 April 2016)	225,500
Transfer from revenue grants 2016/17, see agenda item 3	63,820
	586,875
Previously approved (18 April 2016)	14,500
Previously approved (11 July 2016)	218,220
Grants recommended for approval in this report	113,780
	346,500
Remaining balance available	240,375

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 £113,780 from the Community Buildings Capital Fund 2016/17.

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>
Grant Funding for Culture and Community Organisations in Hampshire 2016/17	7057	3 December 2015
Grant Funding for Culture and Community Organisations 2015/16 and 2016/17	7417	18 April 2016
Community Buildings Capital Fund 2016/17 (requests for £15,000 and under)	7431	18 April 2016
Community Buildings Capital Fund 2015/16 (requests for £25,000 and over)	7416	22 April 2016
Community Buildings Capital Fund 2016/17 (requests for £25,000 and under)	7602	11 July 2016
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. The grants are intended to have a positive impact and advance equality.

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.

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 £25,000.

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 and 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 has 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.

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.

Community Buildings Capital Fund 2016/17
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 2016/17
Bighton Village Hall Committee (Winchester / Itchen Valley)	Roof repair (£15,672)	The organisation seeks funding towards replacing the roof felting and most of the guttering. The roof was last replaced approx. 24 years ago and timely repair now will ensure continued availability of the community building and prevent damage due to leaks. The hall is the main community facility in a village of approx. 340 people. The community programme reflects the size of the village, but is wide ranging with activities for different age groups and it provides a venue for services such as Winchester Mediation Services. Work is planned to take place between November 2016 and March 2017. The organisation has committed £2,000 of its own funds to the project, has secured £1,000 from Bighton Parish Council and £1,000 from a local donation. It has applied to Garfield Weston Foundation for £4,000 (outcome due Oct 2016). Councillor Porter was consulted. It is recommended Bighton Village Hall Committee is awarded up to 50% of project costs to a maximum of £7,600	£7,600	£7,600
The Bramshaw Trust (New Forest / Fordingbridge)	Refurbishment of the village hall kitchen (£24,000)	The organisation seeks funding to replace its 30 year old kitchen to comply with standards required by Environmental/Public Health Inspector. Improved kitchen facilities will support community use, as well as supporting income generation activity to ensure the financial sustainability of the facility. User groups have been actively involved in the design of the project. Work is planned to take place between December 2016 and April 2017. The organisation has committed £500 of its own funds to the project and has secured £250 from New Forest District Council and £250 from the local Women's Institute (one of the user groups). It has applied to Big Lottery Awards for All for £10,000 (outcome due November 2016) and expects to generate £3,000 in local fundraising. Councillor Heron was consulted. It is recommended The Bramshaw Trust is awarded up to 50% of project costs to a maximum of £10,000 on condition that the remaining funding is secured.	£10,000	£10,000

Organisation (District / Division)	Project Title (Total project costs)	Proposal	Amount Requested	Amount recommended capital fund 2016/17
Brockenhurst Village Trust (New Forest / Brockenhurst)	Annexe for Parish Council office (£153,480)	The organisation seeks funding to build an annexe to provide offices for the Parish Council. It is not felt that this will contribute to the delivery of a wide and varied programme of community activity, as required in the fund eligibility criteria. The Parish Council will be the beneficiary of the project and parish councils are not eligible under the fund criteria. The organisation has committed £70,000 of its own funds to the project and expects to receive support of £60,000 from Brockenhurst Parish Council (outcome due October 2016). Councillor Thornber was consulted and notes the eligibility criteria. As the project is for the benefit of the Parish Council, which is not eligible under the fund criteria, it is recommended the application is not supported.	£25,000	£0
Denmead Community Association (Winchester / Winchester Southern Parishes)	Programme of Refurbishment & Sustainability (£24,487)	The organisation seeks funding towards refurbishment of the main kitchen in the centre. This is part of a planned programme of refurbishment to ensure the sustainability of the facility. The kitchen was originally installed in the 1970's. A recent food hygiene inspection rated the centre's standards procedures as very good, but noted the kitchen is in need of modernisation. Work is planned to take place in November 2016. The organisation has committed £2,243 of its own funds to the project and has applied to Big Lottery Awards for All for £10,000 (outcome due November 2016). Councillor Stallard was consulted and supports the application. It is recommended Denmead Community Association is awarded up to 50% of project costs to a maximum of £12,240 on condition that the remaining funding is secured.	£12,244	£12,240
Gosport Community Association (Gosport / Leesland and Town)	Heating Installation (£63,600)	The organisation seeks funding to support the installation of new heating in its Grade II listed building, Bury House. The building is mainly used as offices currently as the heating is not adequate for community use, but once the heating has been replaced it will be used for increased community activity and income generation to support community activity elsewhere on site. In 2014/15 the organisation was awarded Community Buildings Capital Fund (Large Projects) grant of up to 100% of project costs to a maximum of £121,900 towards a feasibility study and improvements to doors, windows and heating. Hampshire County Council's Property Services has been supporting the organisation in this project, due to the complexity and requirements of the Grade II listing. The design of the heating replacement element of the project has been improved but this, along with delays since the original estimates, has resulted in	£5,000	£5,000

Organisation (District / Division)	Project Title (Total project costs)	Proposal	Amount Requested	Amount recommended capital fund 2016/17
		an increase of approx. £12,000 to this aspect of the work. Further delay to this work is likely to lead to additional increase to the costs. The organisation has committed £6,894 of its own funds towards this increase and seeks support of £5,000 towards the remaining shortfall. Councillors Carter and Edgar were consulted and Councillor Edgar supports the application. It is recommended Gosport Community Association is awarded up to 8% of project costs to a maximum of £5,000		
Hulse Hall Breamore (New Forest / Fordingbridge)	Phase 2 Refurbishment (£39,690)	The organisation seeks funding to replace its current ill-fitting, single glazed windows with double glazing and to replace its current heating system with a more efficient air source heat pump systems and a destratification fan in the main hall. In a village of approx. 300, with a high proportion of older people, the hall is the only community building. The organisation has recently lost a significant hirer (income of approx. £5,000 per year) due to the current inadequate heating. The Business Plan submitted with the application is for 2013-16. The organisation has committed £17,000 of its own funds to the project and has applied to Breamore Parish Council for £3,000 (outcome due October 2016). Councillor Heron was consulted. It is recommended Hulse Hall Breamore is awarded up to 50% of project costs to a maximum of £19,690 on condition that an updated Business Plan is provided, including plans to market the improved facilities.	£19,690	£19,690
Romsey Amateur Operatic and Dramatics Society (Test Valley / Romsey Town)	Auditorium refurb and roof extension (£357,388)	The organisation seeks funding towards a major project including auditorium refurbishment, extension to the pitched roof and installation of a stage lift. The organisation is community run and provides opportunities for adults and young people to take part in and to enjoy a programme of music and theatre activity, including opportunities targeted at vulnerable groups. 90% of people accessing the organisation are from within a 10 mile radius. The organisation has committed £83,388 of its own funds to the project. It has applied to Test Valley Borough Council for £25,000 (outcome due October 2016), Romsey Town Council for £1,000 (December 2016), National Lottery for £69,000 (November 2016), Theatre Trust for £5,000 (January 2017), Viridor Credits for £60,000 (September 2016). The organisation expects to generate £50,000 through box office receipts (by August 2017), £5,000 from a crowd funding site (by December 2016), to secure a bank loan of £34,000 and to benefit from £5,000 worth of in-kind support.	£25,000	£25,000

Organisation (District / Division)	Project Title (Total project costs)	Proposal	Amount Requested	Amount recommended capital fund 2016/17
		Although this is an unusual project to be supported through the Community Buildings Capital Fund, it is a significant community based project for the local area. Councillors Cooper and Perry were consulted and support the application. It is recommended Romsey Amateur Operatic and Dramatics Society is awarded up to 7% of project costs to a maximum of £25,000 on condition that a Business Plan is submitted and that the remaining funding is secured.		
St Matthew's Church (aka Parish of St Matthew with St Paul Winchester) (Winchester / Winchester Westgate)	New toilet extension, St Matthew's Church (£100,195)	The organisation seeks funding towards a toilet extension on the Grade II listed church, a second exit from the building, an improved heating system and facilities for flower arranging and storage. Community activities take place in the Parish Rooms and the Church Hall at St Paul's but the beneficiaries of this project will be those attending church services, school parties on educational visits and heritage talks at St Matthews. As such, the project will not have a significant impact on the delivery of a wide and varied open access community programme, one of the key grant criteria, and the application is not eligible. Councillor Tod was consulted. Note: The organisation was awarded £1,000 County Councillor Grant 2015/16 towards repairs and modifications to the mediaeval church (decision day 18/08/2015). As the project will not benefit a wide and varied open access community programme, it is recommended the application is not supported.	£25,000	£0
Titchfield Community Association (Fareham / Fareham Titchfield)	Bettering Below Bog Standard (£18,500)	The organisation seeks funding towards improved toilet facilities. Originally built as a Territorial Army drill hall and garages, the centre's toilet facilities are old-fashioned and damp. A recent survey of users highlighted concerns around the safety and hygiene of the old facilities. The centre is well-used by a wide range of community groups seven days a week with a weekly footfall of over 750. The organisation has Safeguarding Policies in place, but they are out of date and could be more robust, particularly given the size of the community programme. The organisation has committed £9,250 of its own funds to the project. Councillor Hockley was consulted and supports the application. It is recommended Titchfield Community Association is awarded up to 50% of project costs to a maximum of £9,250 on condition that Safeguarding Policies are reviewed and updated.	£9,250	£9,250

Organisation (District / Division)	Project Title (Total project costs)	Proposal	Amount Requested	Amount recommended capital fund 2016/17
Westside Community Association (Basingstoke and Deane / Basingstoke Central)	Extension to Russell Howard Pavilion (£174,000)	The organisation seeks funding towards an extension of the Russell Howard Pavilion to increase and improve existing facilities. The nearby Community Centre venue is full to capacity and development of the Pavilion will enable the needs of additional user groups to be met through a wide range of community activities. The redevelopment of the venue is a key element of the South Ham Community Plan, which covers an area of multiple deprivation. Work is planned to commence in January 2017. Project plans were not submitted with the application and only one quote was submitted. The organisation has committed £18,000 of its own funds to the project and has secured £130,500 Local Investment Fund grant from Basingstoke and Deane Borough Council. Councillor Connor was consulted and supports the application. Note 1: The organisation was awarded £8,930 Community Buildings Capital Fund 2105-16 (decision day 16/07/2015) and £1,000 County Councillor Grants 2015/16 towards refurbishment of gents' toilets, project completed. Note 2: The organisation has unsuccessfully applied to the Children's Services Integrated Fund in 2015/16 and 2016/17. Proposals did not meet criteria. It is recommended Westside Community Association is awarded up to 15% of project costs to a maximum of £25,000 on condition that project plans and additional estimates/tenders are provided.	£25,000	£25,000
Winchester Science Centre (Winchester / Itchen Valley)	Lighting Replacement Project (£4,528)	The organisation seeks funding towards the replacement of lighting in the corridors and classrooms. While the facility, which comprises exhibition space, classrooms and a digital planetarium, is accessed by a range of groups, it does not provide a wide and varied open access community programme or function as a 'community building' as that term is understood by this scheme. As such the application does not meet key grant criteria and is not eligible. The organisation has committed £1,264 of its own funds to the project and applied to Humbly Grove Energy for £1,000 (outcome due October 2016). Councillor Stallard was consulted. As the project will not benefit a wide and varied open access community programme, it is recommended the application is not supported.	£2,264	£0
TOTAL			£166,048	£113,780