

West Area Committee

Report of Head of Corporate Strategy

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To: West Area Committee

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Capital Community Grants

Recommendation

- (a) that the committee approves the officer recommendations for the four capital community grant applications referred to in paragraph 5 of this report.

Purpose of Report

1. The purpose of this report is for the committee to consider the officer recommendations for the four applications the council has received for capital funding.

Strategic Objectives

2. The council has a corporate priority to offer support to local communities by offering grants to voluntary and community organisations who are delivering projects and services that support it's own objectives or those in need.

Background

3. The committee's budget for capital community grants in 2012/13 was £23,503. £13,042 was awarded during the first round of funding in December 2012 leaving a balance of £10,461. The budget for 2013/14 has been set at £23,503 and the balance of £10,461 carried forward making a total of £33,964 available to allocate during this round and a future round of funding in November 2013.
4. The capital community grant scheme (round 2) opened on 21 January 2012 and closed on 28 February 2013.

5. Officers received four valid applications requesting a total of £20,000, a summary of these is shown below and an officer appraisal for each application is attached at [appendix 1](#) of this report.

ref	organisation	project	project cost £	total points scored	grant requested £	officer recommendation £
1048	Ashbury Village Hall	Toilet relocation	£19,250	120	£5,000	£5,000
1061	Longworth Park Improvement Project	Longworth Park improvements	£35,102	110	£5,000	£5,000
1068	The Pump House Project	Improvements to building	£22,980	105	£5,000	£5,000
1049	Vicountess Barrington's Memorial Hall Trust	Toilet upgrade and refurbishment	£9,230	85	£5,000	defer to future round of funding
					£20,000	£15,000

6. Officers used a scoring system¹ to help in evaluating each application. The scoring system is a fair and transparent way of evaluating applications. Details of the scoring system approved by the cabinet member for grants are attached at [appendix 2](#).
7. The recommendations from officers for all capital community grant applications are based on the scoring criteria shown below.

Approved Scoring Criteria	
Total points score	
100 or more	officers recommend the project receives the full funding requested.
80 or more	officers recommend the project receives some funding
79 or less	officers recommend the project does not receive funding

Financial Implications

8. The council can only award funding towards projects that meet its budgetary and audit requirements for capital expenditure. Officers have removed any revenue costs included in these applications from the amounts requested and the revised figures are used in the officer appraisals. The award recommendations will only be made on capital expenditure.

Legal Implications

9. The area committees have delegated authority from the previous executive to determine grant applications. There is also a delegated authority for the head of corporate strategy in consultation with the chair of the relevant area committee to determine grant awards up to £1,000.

¹ The cabinet member for grants approved the scoring system on 2 July 2012

Risks

10. There are no risk implications arising from this report.

Conclusion

11. The West Area Committee is requested to consider and determine the four grant applications received.

Appendix 1 Vale Capital Community Grants Officer Evaluation

Ref no.	Organisation	Scheme	Scheme Cost £	Grant requested £	% total project cost requested	Broadening the range	Community Participation	Meeting local need	Community Benefit	Viability	Score	Recommended Award	recommended award % of total project cost
1048	Ashbury Village Hall	Toilet relocation	£19,250	£5,000	25.97%	15	15	15	15	60	120	£5,000	25.97%
1061	Longworth Park Improvement Project	Longworth Park improvements	£35,102	£5,000	14.24%	15	15	15	15	50	110	£5,000	14.24%
1068	The Pump House Project	Improvements to building	£22,980	£5,000	21.76%	15	20	15	15	40	105	£5,000	21.76%
1049	Vicountess Barrington's Memorial Hall Trust	Toilet upgrade and refurbishment	£9,230	£5,000	54.17%	10	15	15	15	30	85	Defer	0.00%
Total											Total	£15,000	
											Budget	£33,964	
											Remainder	£18,964	
		100 or more	funding priority										
		80 or more	some funding										
		79 or less	no funding										

Vale Capital Community Grants Officer Evaluation

1048			
Ashbury Village Hall Management Com			
New toilets - disabled, men's and women's			
To install a new disabled toilet and replace the men's and women's toilets.			
<p>Grant officer comments and recommendation:</p> <p>The project scored well in the broadening the range, consultation, local need and community benefit areas. The project scores full marks for viability.</p> <p>The organisation has also applied to the Charity Commission to use some of the money held in their endowment fund towards this project if there is a shortfall in funding.</p> <p>The organisation received an award of £3,660 in December 2012 to improve the kitchen facilities. This project has been successfully completed.</p>	Recommended award	£5,000	
	Recommended %	25.97%	
	Amount requested	£5,000	
	% requested	25.97%	
	Total project cost	£19,250	
	Organisation's contribution	£4,250 (possibly more)	
	Organisation's closing balance at year end	£47,851 (£42,000 in endowment fund)	
	Town or parish contribution	£0	
	Other secured funding	£0	
Project Information			
1	How will your project broaden the range of activities/facilities on offer to the community?		
	It will improve and update the facilities at our village hall providing a disabled toilet as well as modern toilets for men and women	Score	15/20
2	How did you consult with the local community?		
	The village hall management committee comprises representatives from different groups in the village and representatives from different areas within the village. The project has been discussed over the last 18 months at regular committee meetings and all agree that these improved facilities at the hall will be of considerable benefit to everyone who uses the hall.	Score	15/20
3	How do you know that the community need this project?		
	The hall is used by different groups in the village as well as many families for parties; the management committee run fund raising as well as social events in the hall. Currently there is no disabled toilet which means it is not suitable for some of the elderly or disabled to come to events. In addition the toilets are not very pleasant to use as they are very old.	Score	15/20
4	Who will benefit from your project?		
	Disabled and elderly especially but also everyone who uses the hall as any time.	Score	15/20
Project Viability			
1	How is your project reasonable and appropriate for the area?		
	The village is expanding with planning permission agreed for one new development and others applied for. The Village Hall is an essential meeting place for newcomers to the village to help them integrate into the village. The hall is currently much in need of bringing up to date.		

2	How does your project deliver best value for money?	
	We have obtained two quotes and are waiting on a third. The totals given in section D are based on the cheaper of the two quotes	
3	Is your project likely to secure full funding and progress within 12 months?	
	We are planning to carry out these works during this summer school holidays (July/August) when the regular users of the hall are on holiday. We are hopeful that we will achieve sufficient funds to carry out the work by then.	
4	How will your organisation be able to manage the project now and in the future?	
	We have experts on the committee who can project manage the work. Once the work is complete the committee's role is to maintain the hall.	Score 60/60
	Officer scoring point system: 100 or more – officers recommend the project is a funding priority 80 or more – officers recommend the project receives some funding 79 or less – officers recommend the project does not receive funding	Total Score 120/140

Vale Capital Community Grants Officer Evaluation

1061		
Longworth Park Improvement Project		
Longworth Park Improvement		
The purchase and installation of additional equipment in Longworth village play park. 1) installation of a train, activity panels, springers, seesaw and tunnel. 2) installation of climbing frame, jungle climber, rock and ladder wall and monkey bars. 3) removal of broken basketball stand and refurbishment of football goal. 4) installation of park benches, table and new gate. 5) installation of safety surfacing.		
<p>Grant officer comments and recommendation:</p> <p>The application scored well in the broadening the range, consultation, local need and community benefit areas.</p> <p>The application lost some points in the viability area due to financial viability concerns.</p> <p>The organisation currently has no other secured funding, but will also apply to WREN and Awards for All for grants towards the project.</p> <p>The parish council supports the project but is not contributing financially.</p> <p>The organisation does not have sufficient funds to cover any shortfall in funding of the project and is totally reliant on other grants in order for the project to be successful.</p>	Recommended award	£5,000
	Recommended %	14.24%
	Amount requested	£5,000
	% requested	14.24%
	Total project cost	£35,102
	Organisation's contribution	£0
	Organisation's closing balance at year end	£175 (bank balance at 12/2/13)
	Town or parish contribution	£0
	Other secured funding	£0
Project Information		
1	How will your project broaden the range of activities/facilities on offer to the community?	
	<p>The project will provide younger pre-school children, for whom the only equipment currently on offer are two baby swings, with age appropriate equipment: springers, activity panels a tunnel and train. It will also add more challenging and varied equipment for older children: a climbing tower and slide, jungle climber, monkey bars and rock wall. We will also provide a park bench and picnic table for use by the wider community and parents, whilst their children are playing.</p>	<p>Score</p> <p>15/20</p>
2	How did you consult with the local community?	
	<p>A questionnaire was distributed to all 350 households in Longworth and Hinton Waldrist villages in January 2012. This was followed by a consultation meeting held in Longworth village hall at the end of that month. At the consultation meeting, colour visual plans were on display along with a 3D audio visual presentation. Attendees were invited to vote on their two preferred pieces of equipment. Children were also asked to draw pictures of their ideas for a renewed park.</p>	<p>Score</p> <p>15/20</p>
3	How do you know that the community need this project?	
	<p>Evidence is shown by 77% of respondents to the questionnaire stating they currently use Longworth park less than once a month due to the limited equipment on offer and 87% stating they would visit more often if it were improved. The most requested new pieces of equipment in response to the questionnaire were: 1) Slide, 2) Climbing Frame, 3) More swings, 4) Seesaw, 5) Springer. The vote at the consultation meeting gave the following priorities for new equipment: 1) Jungle Climber, 2) Tower and Slide, 3) Play Train.</p>	<p>Score</p> <p>15/20</p>
4	Who will benefit from your project?	

The project will benefit all residents of Longworth and Hinton Waldrist and also members of the following groups which plan to use the improved park: Longworth Pre-school, Longworth Youth Club, Longworth Primary School, and Pit Stop after school and holiday club.		Score	15/20
Project Viability			
1	How is your project reasonable and appropriate for the area?		
	Longworth Park is the only public open recreation space in Longworth and Hinton Waldrist. The closest other play park is across a busy dual carriageway in Southmoor. The consultation process demonstrated the need for the park improvement to enable more frequent use for longer periods of time.		
2	How does your project deliver best value for money?		
	Four competitive quotes have been obtained for each item. Two suppliers have been selected to provide the most competitive price for comparable equipment and the best value for money for unique equipment. Volunteers will be clearing old equipment and laying safety surfacing saving £2035.		
3	Is your project likely to secure full funding and progress within 12 months?		
	The National Lottery Awards for All application is to be submitted by the end of March 2013 and will receive a decision within 30 days of this. The WREN application will be submitted before the next deadline of 17th April 2013		
4	How will your organisation be able to manage the project now and in the future?		
	The Longworth Park Improvement Project committee will manage the project. The main supplier is registered to ISO 9001. We will instigate an independent inspection of the work by RoSPA. Longworth Parish Council conducts a monthly inspection and carries out general maintenance.	Score	50/60
Officer scoring point system: 100 or more – officers recommend the project is a funding priority 80 or more – officers recommend the project receives some funding 79 or less – officers recommend the project does not receive funding		Total Score	110/140

Vale Capital Community Grants Officer Evaluation

1068			
The Pump House Project			
The Pump House Project			
Funding is needed to: • Repair guttering to stop water ingress from roof• Repair a small number of ceiling tiles• Install two new lavatories, inc one for disabled use• Installation of completely new electrical circuit board• Installation of boiler and a basic heating system			
<p>Grant officer comments and recommendation:</p> <p>The application scored well in the broadening the range, consultation, local need and community benefit areas.</p> <p>The application lost points in the viability area as the parish council has only given permission for the building to be used by the organisation for 3 years, which limits the long term viability of the project.</p> <p>The organisation has minimal funds available to cover any shortfall in funding and is waiting to hear about grant applications for approximately £9,000.</p> <p>In addition to the capital costs of £22,980 the organisation also needs to raise an additional £9,060 for other costs associated with the project.</p>	Recommended award	£5,000	
	Recommended %	21.76%	
	Amount requested	£5,000	
	% requested	21.76%	
	Total project cost	£22,980	
	Organisation's contribution	£0	
	Organisation's closing balance at year end	£2,000 (cash at bank 4/2/13)	
	Town or parish contribution	£0 (possibly £4,000)	
	Other secured funding	£18,000	
Project Information			
1	How will your project broaden the range of activities/facilities on offer to the community?		
	To create the 1st Parkour (PK) Academy in Oxfordshire. Next nearest is Milton Keynes. To service Faringdon + a 20 mile radius from the town. An integral part of PK is the use of multi media. This allows people who cannot participate in the sport themselves to join in. Videoing and editing are used to create films of PK set to music, which increases the sports appeal to a wider audience. The academy will also be available to other alternative sports groups. Currently lacking in the area. A local dance school is also keen to use the space.	Score	15/20
2	How did you consult with the local community?		
	The Neighbourhood planning process was used to consult with the local community. Meetings with groups keen to use the space, the Academy of Schools & young people who currently travel to Milton Keynes for training were held to establish if an academy could be successful here. The NP illustrates the local community want the building to be brought back into commission in any form to increase the facilities available to the town. Currently it is wasted space in the town centre. The town council have agreed to lease the building.	Score	20/20
3	How do you know that the community need this project?		
	The rapidly increasing population in Faringdon has also increased the cultural diversity in the town. The old market town is lacking in facilities to service the new needs of its community. During the NP process it was clear that an increase in sporting & leisure facilities was essential to service the New Faringdon. Trying to make the town a hub of sporting excellence. Traditional sports have new facilities provided as part of the s106 agreement from recent developments, but the newer alternative sports are not adequately provided for.	Score	15/20

4	Who will benefit from your project?			
	The community as a whole will benefit. Providing another reason to visit the town centre it will increase footfall & therefore benefit the local shops, cafes & restaurants. The youth will benefit from a place designed to encourage their sports & media interests & provide training & qualifications to teach the sports. The increased cultural diversity in town means a more diverse range of sports need to be available for everyone to enjoy & with disabled access to the building it will allow young people with disabilities to join in.	Score		15/20
Project Viability				
1	How is your project reasonable and appropriate for the area?			
	The Old Theatre has been abandoned and allowed to fall into disrepair. The community has been consulted via the Neighbourhood plan and has agreed that the theatre must be brought back into commission. Otherwise wasting a great facility right in the centre of town.			
2	How does your project deliver best value for money?			
	2 local builders have quoted for the work required. We believe their quotes to be highly competitive as some good will has gone into the bids. We have not done a full tender process as we are a new group but before the work is commissioned this can be done to ensure best value for money.			
3	Is your project likely to secure full funding and progress within 12 months?			
	£13,000 has been secured. A further £5,000 is ready to be collected & is waiting on our just giving site going live. Another £5,000 is available if we succeed in any funding from this capital grant. The town council has suggested that they may fill any shortfall up to £4,000.			
4	How will your organisation be able to manage the project now and in the future?			
	The PK academy will be run by the individual groups that use the space with a management team or committee of people from each user group to deal with any issues that arise and the town council will be responsible for maintenance & any further work to the building.	Score		40/60
	Officer scoring point system: 100 or more – officers recommend the project is a funding priority 80 or more – officers recommend the project receives some funding 79 or less – officers recommend the project does not receive funding	Total Score		105/140

Vale Capital Community Grants Officer Evaluation

1049																			
Viscountess Barrington's Memorial Hall Trust																			
Refurbishment and upgrading of toilets																			
Refurbishment and upgrading of the existing toilets in the hall. The toilets are badly in need of improvement to meet the needs of the hall users and the wider community. The hall is currently restricted in its function and facilities because of inadequate toilets. We plan to provide more male and female toilets, install hot water and provide the Pre-school with an exclusive toilet facility in the mornings.																			
<p>Grant officer comments and recommendation:</p> <p>The application lost points in the broadening the range category as the improvements will enhance the existing toilet facilities but do not offer any new facilities.</p> <p>The application scored well in the consultation, local need and community benefit areas.</p> <p>The application lost points in the viability area as the organisation requires listed building consent in order to progress the project. A decision on the listed building consent is not expected until after the area committee meets and the viability of the project depends on this consent being given.</p> <p>According to their 2012 closing balance the organisation could afford to pay for this project without grant funding.</p> <p>The organisation has requested more than the 50 per cent maximum award but has not justified why an exception should be made.</p> <p>The officer recommendation is to defer the application to the next round of funding until listed building consent has been obtained to ensure the project can go ahead.</p>	<table border="1"> <tr> <td>Recommended award</td> <td>£0 - Defer</td> </tr> <tr> <td>Recommended %</td> <td>0%</td> </tr> <tr> <td>Amount requested</td> <td>£5,000</td> </tr> <tr> <td>% requested</td> <td>54.17%</td> </tr> <tr> <td>Total project cost</td> <td>£9,230</td> </tr> <tr> <td>Organisation's contribution</td> <td>£1,230</td> </tr> <tr> <td>Organisation's closing balance at year end</td> <td>£41,117</td> </tr> <tr> <td>Town or parish contribution</td> <td>£1,000 (more if req)</td> </tr> <tr> <td>Other secured funding</td> <td>£0</td> </tr> </table>	Recommended award	£0 - Defer	Recommended %	0%	Amount requested	£5,000	% requested	54.17%	Total project cost	£9,230	Organisation's contribution	£1,230	Organisation's closing balance at year end	£41,117	Town or parish contribution	£1,000 (more if req)	Other secured funding	£0
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	Town or parish contribution	£1,000 (more if req)																	
	Other secured funding	£0																	
Project Information																			
1	How will your project broaden the range of activities/facilities on offer to the community?																		
By refurbishing the toilets we will make the Hall a more attractive venue for village societies and functions.	Score 10/20																		
2	How did you consult with the local community?																		
This project is necessary to enhance the Hall but does not lend itself to open consultation. However we have included in our additional documents eight letters of support for the project from some of our regular users to show the need for the hall and this project from their perspective.	Score 15/20																		
3	How do you know that the community need this project?																		
There is only one community building in the village and as you will see from a sample of booking register for February 2013 (submitted document) we are well used by a variety of groups in the community. Many of the regular users of the Hall have complained about the toilets facilities as is shown by the attached letters. Many residents who use the hall are elderly or disabled and improving the toilets will make it easier for them to use the facilities as indicated by the attached letter from the Friendly Club.	Score 15/20																		
4	Who will benefit from your project?																		
All of our current users will be able to continue to use the hall and having a better facility will make the hall more attractive to new bookings. If we are able to attract more new bookings we will have more funds available to further improve the building.	Score 15/20																		

Project Viability		
1	How is your project reasonable and appropriate for the area?	
	The Memorial Hall is at the heart of our community. It is one of the most attractive and historic halls in the Vale. We do not want it let down by poor and inadequate facilities	
2	How does your project deliver best value for money?	
	Out of the 2 quotes we chose by far the cheapest option. It provides the required work at a good price and is a local trader.	
3	Is your project likely to secure full funding and progress within 12 months?	
	Yes, although we are waiting to hear about the application to Another Funding Scheme the Parish Council has offered the balance if we are unable to secure the full amount requested. The work is scheduled to start in the summer school holidays.	
4	How will your organisation be able to manage the project now and in the future?	
	The toilets will be cleaned by the Hall cleaner and maintained as part of the building maintenance programme. On-going maintenance will be budgeted in the Hall accounts.	Score 30 /60
	Officer scoring point system: 100 or more – officers recommend that the project is a funding priority 80 or more – officers recommend that the project receives some funding 79 or less – officers recommend that the project does not receive funding	Total Score 85/140

Appendix 2

Capital Grant Policy and Procedure (revised April 2012)



Scoring criteria

Assessment methodology for capital grant applications

The council has a corporate objective to support local communities and their representative bodies to create opportunities to localise service delivery. It aims to offer grants to voluntary and community organisations who are delivering projects and services that support our own objectives or those identified as being in need. All applications will be assessed using the scoring system shown below.

Local issues up to 80 points

Scores of up to 20 points are available for each of the four categories shown below:

Broadening the range	<p>Is this more of the same or will the project enable new activities to take place?</p> <p>This will involve an assessment of the added value that the proposal brings. To score points a project must include evidence to show that a wider range of people will use the facility.</p>
Community participation	<p>To what extent has the relevant community been consulted and participated in putting the proposal together? Is the project identified in a local parish plan?</p> <p>A community need does not have to be geographically based and participation is not a headcount – the relevant community will vary in size dependent upon the project being proposed.</p>
Meeting a local need	<p>How well is this evidenced/detailed?</p> <p>Need and demand are different - this is about a proven lack of something that the project provides.</p>
Community benefit	<p>Who will benefit? This will go beyond a simple number count, to take account of the imbalance in size between different communities.</p> <p>Community benefit also includes wider social, economic and environmental benefits that contribute to the achievement of sustainable development and energy saving in the district.</p>

Viability of project**up to 60 points**

Scores of up to 60 points are available dependent on the viability of the project.

Viability	Is the project reasonable and appropriate for the area? Does the project deliver best value for money? Is the project likely to secure full funding and progress within 12 months? Will the organisation be able to manage the project now and in the future?
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Summary of scoring system

The maximum score is 140 made up as follows:

Assessment factor	Maximum points available
Broadening the range	20
Community participation	20
Meeting a local need	20
Community benefit	20
Viability	60
Total	140