

Faringdon Area Committee



Report of Head of Community Services
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REPORT NO:

New Homes Bonus Grants 2018/19 – Round two

Recommendations

- (a) that the Faringdon area committee considers the three applications for New Homes Bonus grants and makes awards in line with the approved policy (2017).

Purpose of report

1. To give the committee the information needed to consider awarding NHB grants for their area.

Strategic objectives

2. Under the ‘sustainable communities and well-being’ corporate priority in our 2016-2020 corporate plan we have committed to support community groups through our grants schemes.

Background

3. The council opened the NHB grant scheme for applications from 02 January 2019 to 28 January 2019.
4. The Faringdon area received three eligible grant applications requesting a total of £21,010 against a committee budget of £19,432.
5. Officers have evaluated each application against the scoring criteria agreed in the policy and set out in pages 10-13 of this report. The suggested scores determine the level of funding, if any, to award each project. Appendix one outlines the officers’ evaluations and suggested scores for each application and appendix two the percentage of new homes in each parish needed to determine the score for the amount of new housing in the parish.

6. In line with the policy, the committee is asked to review the suggested scores, which will dictate whether to award a grant and if so the level of funding it can award the project.

Financial implications

7. In February 2018, the council set a 2018/19 NHB budget of £100,000 of which the Faringdon area committee was allocated 19.432 per cent (£19,432). The committee did not grant any awards in the first round of funding as it agreed to fund the one application it received from its capital budget, therefore there is £19,432 available for this round.
8. Any budget remaining after this round of awards will be returned to the council's general reserves, as per the agreed policy.

Legal implications

9. The council's legal powers to award these grants are set out in section one of the Localism Act 2011 that gives a general power of competence for local authorities.
10. In May 2018, full council delegated authority to three area committees to determine NHB grant applications within the parameters of the policy.

Risks

11. There are no overarching risks of awarding these grants. Officers have highlighted any risks to individual projects in their evaluation reports.

Conclusion

12. That the committee considers the three eligible applications to the NHB grant scheme and makes awards in line with the approved policy.

Background papers

13. The council's NHB grant policy.

Appendix one- Faringdon Area 2018-19 NHB grants (round two)

Officer evaluations

Ref no.	Organisation	Scheme	Scheme cost	Amount requested	% of cost requested	Suggested score	Suggested award
VNHB18-19\43	Be Free Young Carers	Client Management Software Replacement	£5,714	£900	47.25%	8	11.81% capped to £675
VNHB18-19\31	Ashbury Village Hall Management Committee	New insulated floor in Ashbury Village Hall	£20,220	£10,110	50.00%	7	37.31% capped to £7,545 (based on £10,060 required)
VNHB18-19\47	Ashbury Parish Council	Groundworks and Playing Field Creation	£20,000	£10,000	50.00%	6	37.50% capped to £7,500
			Total	£21,010			Total suggested
							£15,720
							Budget
							£19,432
							Balance
							£ 3,712

Be Free Young Carers	Ref	VNHB18-19\43
Client Management Software Replacement		

Total project cost	£5,714		
Amount requested	£900 from each of the area committees	Percentage of total cost requested from this committee:	15.75%
Organisation's contribution	£3,014	Organisation's latest bank balance	£47,313
Other funding	£ 1,800	Of which £1,800 is being requested from other Vale NHB Panels	
Including a parish/town council contribution of	£ 0		

Previous grants

VCG\689 Carers - Take a Break! Awarded £4,289
VCCG\1067 Replacement Website Awarded £378

Scoring

New facilities or activities The project will enable the applicants to continue to register and record interactions with young carers. It will not enable any new activities to take place, therefore the score has been limited to one point.	Score	1/3
Community benefit The primary beneficiaries of this project will be both the staff/volunteers at the organisation and the young carers that use their service. This allows them to score two points in this area.	Score	2/3
Funding the project The organisation has applied for £900 from each of the area committees towards this project and will fund the remaining costs themselves. As the organisation has identified but not secured all of the other funding for the project they are able to score a maximum of two points in this area. It is unlikely that they would be able to fund more of the project given their on-going commitments.	Score	2/3
New Homes in parish(es) The organisation operates throughout the district and is therefore able to score maximum points in this area.	Score	3/3
<p>Consultation The applicant has consulted their current software provider and Swindon Carers Centre, which currently uses the software they are looking to purchase. No other evidence of consultation was provided.</p> <p>Project completion within timeframe The project is relatively short term, and will fit within the requirements of the scheme.</p> <p>Financial and project management plans The applicant has provided a basic project plan, which involves introducing the new software approximately two months before their current provider stops supporting their existing software. The organisation is completely dependant on grant support/donations to meet all its ongoing costs, and nearly stopped operating earlier this year when it was unable to secure enough funding to continue running its core business. If the organisation is not successful in its applications for funding to the other area committees it may not be able to afford the project.</p>		
OFFICER COMMENTS AND RECOMMENDED CONDITIONS	Total score	8/12
	Suggested grant	11.81% of the total cost, capped to £675

Applicant responses

Details of the project	<p>Purchase of laptop and specialist GDPR compliant client management software to record all client personal contact details and interactions.</p> <p>Our current provider of this software is closing the business and will not be supporting the software after July 2019.</p> <p>New supplier has been sourced to provide suitable secure software, used in other advice settings. The project provides for usage licence, migration of existing records, set up and staff training.</p>
Financial statement from the organisation	<p>Monthly expenditure:</p> <p>Office rental: £680.26</p> <p>Office services (WiFi, phones, cleaning): £55.00</p> <p>Staffing costs: £7,300.00</p> <p>Staff supervision: £100</p> <p>Mobiles: £38.10</p> <p>Expected Income:</p> <p>£9,798.50 South Oxfordshire District Council - 2019/20 Stage payment of four year funding</p> <p>£1,000.00 Henley Town Council - Annual payment of three year funding</p> <p>All income is achieved from applications to trusts and organisations and donations. We therefore cannot be certain in advance that any or all applications will result in funding being awarded.</p>
Statement about town/parish support	<p>Be Free Young Carers approaches all parish councils in the Vale area annually for a general donation towards its work. To date, in 2018/19, parish and town councils in the Vale have donated a total of £15,850. These donations fund our core costs and activities with young carers. A proportion of this funding will go towards the cost of this software.</p>
Community benefit	
Who will benefit from your project?	<p>The items requested will help support our work with young carers across the Vale of White Horse. They will allow us to continue recording confidentially our contacts with young carers from all parishes in the Vale, enable us to better track the impact of our work and promote our activities more efficiently to young carers registered with us via mail shots.</p>
How did you identify a need in the community for your project or service?	<p>The project relates to the replacement of software the support for which will be discontinued later this year. We have consulted with our current and preferred supplier have been demonstrated the proposed software to all staff who support the application. There is an absolute operational need for replacement. The replacement software and laptop will enable better statistical analysis of our client group.</p>
What sustainable and/or energy saving measures does your project include or offer?	<p>The laptop will be more energy efficient than older machines currently in use.</p>
Consultation	
What consultation have you carried out with the community or professional advisors?	<p>Laptop supplier was asked to put forward the most energy efficient suitable machine for the purpose. Please see quotation for details.</p>
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	<p>The funding requested will replace existing software that will be unsupported later this year. The software chosen as replacement is like for like in its operation and will enable Be Free YC to continue to register and record its interactions with young carers. It will improve Be Free YC's ability to report on its work and impact and be more efficient in promoting activities to young carers via mail shots.</p>
What new activities will take place because of this project?	<p>The new software will enable existing client registrations and records to continue as they are currently. It will also be capable of analysing in greater detail the impact of our work, improve our reporting and more easily set up mail outs to young carers and others. It is cloud based software so will enable secure flexible working.</p>

Ashbury Village Hall Management Committee	Ref	VNHB18-19\31
New insulated floor in Ashbury Village Hall		

Total project cost	£20,220		
Amount requested	£10,110	Percentage of total cost requested:	50.00%
Organisation's contribution	£60	Organisation's latest bank balance	£19,628
Other funding	£10,050	Of which £10,000 is secured in grants from:	The Big Lottery Fund
Including a parish/town council contribution of	£ 50		

Previous grants

NHBW6 awarded previously - application did include work to the floor, but this work was later dropped from the programme as they only received £3,000 from us towards a £55,175 project and they were unable to fund everything. Flooring work was not undertaken or claimed for.

Scoring

New facilities or activities The project will provide a new floor for the hall so that existing activities can continue therefore allowing it to score one point in this area.	Score	1/3
Community benefit Multiple groups use the hall on a regular basis. Due to this varied community use the project has been able to score three points in this area.	Score	3/3
Funding the project The organisation has secured a Big Lottery grant of £10,000 and a smaller grant of £50 from Ashbury Parish Council. As they have secured the remaining funding for their project they are able to score the maximum three points in this area. However with the PC contribution of £50 they require £10,060 from the Vale not the £10,110 requested.	Score	3/3
New Homes in parish(es) Ashbury has not had any additional housing for the period measured for this scheme and therefore cannot score any points for this criteria	Score	0/3
Consultation The organisation has consulted an architect about this project. Project completion within timeframe The project will take place over a one month in the summer and therefore fits with the timings for the scheme. Financial and project management plans The organisation has secured grant funding for approximately half of the project costs and are making a small contribution towards the costs themselves. Given their on-going commitments they would not appear to be able to make a bigger contribution towards the project.		
OFFICER COMMENTS AND RECOMMENDED CONDITIONS	Total score	7/12
	Suggested grant	37.31% of the total cost, capped to £7,545

Applicant responses

Details of the project	To remove the existing wooden floor, lay 50mm insulation and replace floor with new engineered oak boards, replace skirtings and decorate
Financial statement from the organisation	We aim that our normal annual expenditure and income (including fund raising events) approximately balances. We are aware of a probable large expenditure which will be needed to repair the front external wall of the hall which has cement render patches which are coming loose. It is intended to start looking for estimates and grants for this work later this year.
Statement about town/parish support	Yes - I asked the Parish Council to consider a small grant to confirm their support for a new insulated floor in the village hall at their meeting on 14th January 2019. This was duly discussed and agreed.
Community benefit	
Who will benefit from your project?	Regular keep fit classes in Total Body Workout, Karate, Pilates, Indoor Bowls Water colours and regular craft classes The community club attracts many of the older members of the community We hope to restart the toddler group a little later this year and still have all the equipment to do this The hall is used for private parties as it is well equipped for 100 people. Parish Council and use for committees, breakfasts, etc.
How did you identify a need in the community for your project or service?	Committee members regularly attend the various classes and events and get feedback from others. People have constantly complained of their feet being cold, or when lying on the floor for exercises (even on mats) being in a draft. We had hoped to provide an insulated floor as part of our major refurbishment three years ago but did not get sufficient grant money so had to put it on hold.
What sustainable and/or energy saving measures does your project include or offer?	The new insulated floor should help reduce our use of electric heating We had an energy audit a few years ago (attached) before carrying out the major refurbishment work which included roof insulation, double and secondary glazing. At that time the floor was not seen as a problem as the hall was generally cold. Since carrying out the work in 2014/15 the hall is much warmer and the floor problem is more noticeable.
Consultation	
What consultation have you carried out with the community or professional advisors?	It is on the advice of our architect, Roger Baker Architects, that we have decided to insulate and renew the floor to counter the draft problems we have.
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	The project will give the hall a less draughty and smooth floor which will enable existing and future keep fit classes to be run more comfortably as well as other educational classes where we sit at tables for a while eg water colours, craft classes. Currently however warm the hall is the floor is always cold as there is no insulation and cracks between the floor boards let drafts in.
What new activities will take place because of this project?	The project will allow us to continue to offer facilities for extra classes which are popular with local people. Keep fit and craft are always well attended. Existing classes are more likely to continue if people feel comfortable and warm. Since our major refurbishment the hall use has more than doubled. It is hope that this usage will continue to increase with the improved facility.

Ashbury Parish Council	Ref	VNHB18-19\47
Groundworks and Playing Field Creation		

Total project cost	£20,000		
Amount requested	£10,000	Percentage of total cost requested:	50.00%
Organisation's contribution	£2,500	Organisation's latest bank balance	£41,299
Other funding	£7,500		
Including a parish/town council contribution of	N/A		

Previous grants

No previous awards

Scoring

New facilities or activities The project will improve an existing small scale facility to make it more accessible by the community therefore allowing the project to score two points in this area.	Score	2/3
Community benefit The project will create a flat more accessible community space within the village. As the space will be available to the whole community to use the project is able to score the maximum three points in this area.	Score	3/3
Funding the project The organisation has identified and applied for the remaining funding for the project, however they won't know if these applications will be successful until April. They have applied to the The Big Lottery, Sport England and Oxfordshire County Council. They are contributing £2,500 to the project themselves, but do not appear to be able to contribute more than this. As they have not yet secured 50% of the project costs their score is limited to one point.	Score	1/3
New Homes in parish(es) Ashbury has not had any additional housing for the period measured for this scheme and therefore cannot score any points for this criteria	Score	0/3
Consultation No evidence of professional consultation has been provided with the application. Project completion within timeframe The project is expected to complete in approximately nine months which fits with the timings for this scheme. Financial and project management plans A project management plan has been submitted with the application, however no details of how the ongoing maintenance costs for the playing field will be met, have been provided.		
OFFICER COMMENTS AND RECOMMENDED CONDITIONS	Total score	6/12
	Suggested grant	37.50% of the total cost, capped to £7,500

Applicant responses

Details of the project	Responding to strong, ongoing community requests, we hope to create a level playing field that children and adults alike will enjoy for exercise, relaxation and social events. We have quite a large space as a result of an S106 agreement with developers, but currently it is very little used as there are no flat areas. It is quickly becoming an expensive liability rather than an amenity. We hope to turn this tide by improving its attractiveness and utility, creating an area which will be easier to maintain and enjoyable area for all.
Financial statement from the organisation	Not applicable.
Statement about town/parish support	
Community benefit	
Who will benefit from your project?	For the community of the Parish to flourish we need to improve its mental and physical health, and grow its network of social interaction. Some of the specific groups which will benefit are: Ashbury Primary School, older children (Faringdon, King Alfreds, The Ridgeway School), Ashbury Village Fete Committee, St Mary's Church Ashbury, Evangelical Free Church, WI, Guide Dog for the Blind puppy training, watercolour painting class, fitness classes (building on the Vale's Go Active initiative),etc
How did you identify a need in the community for your project or service?	Responding to calls from the school for a place for children to safely play, from older adults to address the problem of social isolation, and from the village as a whole to develop the Green, we formed a planning committee comprised of farmers, businesspeople, parents, older residents, then reached out through PC meetings and Minutes, our round-robin village email group, noticeboards, our Parish newsletter and tables at the local market to solicit wide-ranging input.
What sustainable and/or energy saving measures does your project include or offer?	n/a
Consultation	
What consultation have you carried out with the community or professional advisors?	Two members of the Village Green subcommittee have professional experience of landscaping projects.
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	We will be creating a simple, easily maintained playing field from what is at the moment a neglected and barely usable space (save for dog walking). With the soil gained by making the ground flat and therefore useable, we will create a small mound which will be both a visual feature for adults and amenity on which children can play.
What new activities will take place because of this project?	Village and local school children will be able to play daily, hold annual sports days. Younger adults will be able to take exercise, improving fitness and long-term health outcomes. Older people will be inspired to get out of doors, increasing their own fitness and improving resilience and social networks. The village as a whole will have an outdoor space in which to hold community events. Each of these activities is new, and of lasting benefit.

SCORING AND AWARD MATRICES

OVERALL SCORE	PRIORITY LEVEL	AWARDS all awards are subject to the available budget. High priorities are awarded before considering the medium priority projects.
9-12 points	High priority	Award as requested, up to 50 per cent of the total cost (budget permitting) unless there are other reasons identified to limit the grant
5-8 points	Medium priority	Only award if there is budget available after the high priorities have been decided. Medium priorities can only receive up to 75% of the requested amount.
0-4 points	Low priority	No funding awarded

Scoring for New facilities/activities

Points	Criteria to score	Examples
0	The project doesn't allow any activities to take place or provide a facility for the community's use.	A decorative village sign doesn't allow any community activities to take place or give the community a facility to use.
1	The project replaces existing facilities or allows existing activities to continue or The project moderately improves a minor community facility or activity.	It replaces furniture in the village hall with like-for-like replacements. Replacing existing park benches with longer-lasting ones.
2	The project moderately improves or extends a substantial community facility or activity or The project significantly improves or extends a minor community facility or activity or The project provides a new minor facility or activity for the community.	Replacing the chairs in the village hall with more comfortable ones or improve a play area to cater for more ages. Buying replacement boats for a small canoeing club. Installing three new noticeboards in the village.
3	The project will provide substantial new facilities or activities to the community or The project significantly improves a substantial community facility.	Creating a brand-new play area where there wasn't one already. Adding a large extension to a village hall.
Deductions	Deduct one point if the project reduces the activities/facilities on offer. Deduct two points if the project removes a community facility or stops activities taking place without replacing them.	Like a project to overhaul and landscape a car park that reduces the number of parking spaces. Demolishing an old skatepark without replacing it with anything.

Scoring for Community Benefit

Points	Criteria to score	Example
0	The project offers little or no direct benefit to the community.	A decorative sign or boundary wall with no other purpose
1	A single sport or special interest group, like an art group, will benefit. However, if a sport club wanted to upgrade their pavilion and other groups frequently use it as well, it can score more.	A project to buy cricket pitch covers, IT equipment for a photography club or landscaping a nursery's garden is only benefiting their members/users.
2	Two or more specific groups will benefit. The project will have a significant impact on the health or wellbeing of one group	A football club is upgrading its changing room, which a hockey club also use Specialist equipment for a centre working with severely disabled people.
3	The project will provide a facility that's open/available to anyone to access, (not just members) Limit the maximum score for projects on sites owned by religious organisations to two points, as they can limit who can access them under special rules in the Equalities Act.	Play areas, community building or recreation ground. (e.g. a church hall or Islamic centre)
Deductions	Deduct at least one point if the project will reduce (two points if it totally removes) an existing benefit to the community without replacing it. Remove one point if there are concerns over the ownership/lease of the property.	Replacing a recreation ground with tennis courts for a member's club (open community benefit is reduced as only tennis members will benefit going forward). Like the term of their lease is too short or their ownership evidence is unreliable.

Scoring for Funding the project

Points	Financial overview
0	They don't have a plan of how they'll fund the rest of the project and haven't secured any other funding yet. They haven't given details of how they'll fund the ongoing maintenance and eventual replacements.
1	They've got a funding plan, but haven't applied for all of it yet or They've applied for all the other funding needed but have secured less than 50 per cent so far. They've budgeted for the ongoing maintenance but don't say how they'll fund eventual replacements in the future (if applicable).
2	They've applied for all the funding needed and have already secured over 50 per cent of the balance. They've budgeted for the ongoing costs and have a general idea how they'll fund replacements eventually (if applicable)
3	They've secured all the other funding needed for the project already (including if they're funding the rest themselves) or The organisations has requested 100 per cent of the cost and have provided evidence that they've lost a funder, can't raise money themselves (e.g. via precept) and can't apply for other grants/funding. They've budgeted for the ongoing costs and have a fund/account/pot saving for the replacements in due course.
Deductions	Remove one point if the organisation's finances suggest they could contribute towards the cost but aren't, remove two points if they can afford the whole project without any funding.

Other potential deductions/considerations:

- Their chosen supplier doesn't appear to offer value for money (their other quote was significantly cheaper for the same work).
- They have only provided one quote stating there is no alternative, but officers have found otherwise.
- Their start dates are too soon to work with our decision-making timeline for the scheme, unless we gave them permission to make an exceptional application before submitting their application.
- They are doing lots of small, similar projects instead of doing all the work in one go, which would be more cost effective.
- The community don't support the project or would prefer a different solution

Scoring for New homes in parish

Points	Percentage of area's total new homes in the parish the project takes place in
0	Less than 1 % of growth
1	1-10 % of growth
2	11-50 % of growth
3	51 or more % of growth

Appendix two – breakdown of area’s total increase in homes by parish

Parish/town	2016 total occupied homes	2017 total occupied homes	Total parish increase in year	Percentage of area's total increase
Appleton with Eaton	396	398	2	1.12%
Ashbury	256	256	0	0.00%
Balking	40	39	-1	-0.56%
Besselsleigh	29	29	0	0.00%
Bourton	130	131	1	0.56%
Buckland	255	255	0	0.00%
Buscot	87	87	0	0.00%
Charney Bassett	122	122	0	0.00%
Coleshill	75	75	0	0.00%
Compton Beauchamp	32	30	-2	-1.12%
Eaton Hastings	35	35	0	0.00%
Faringdon (lighting)	3,437	3,438	1	0.56%
Fernham	95	95	0	0.00%
Frilford	88	88	0	0.00%
Fyfield and Tubney	199	199	0	0.00%
Garford	69	69	0	0.00%
Goosey	56	56	0	0.00%
Great Coxwell	132	131	-1	-0.56%
Hatford	36	36	0	0.00%
Hinton Waldrist	146	147	1	0.56%
Kingston Bagpuize with Southmoor	1,116	1,188	72	40.45%
Little Coxwell	70	70	0	0.00%
Littleworth	95	95	0	0.00%
Longcot	217	218	1	0.56%
Longworth	243	245	2	1.12%
Lyford	23	23	0	0.00%
Pusey	28	28	0	0.00%
Shellingford	80	80	0	0.00%
Shrivenham	1,020	1,045	25	14.04%
Stanford in the Vale	966	975	9	5.06%
Uffington	332	358	26	14.61%
Watchfield	1,003	1,044	41	23.03%
Woolstone	61	62	1	0.56%
Total	10,969	11,147	178	100.00%