

 Executive 29 June 2020		Agenda Item No. 3 (XIII)
Title	Use of delegated powers - Rural/Urban Capital Improvement Scheme (RUCIS) Application	
For further information about this report please contact	Jon Dawson Finance Administration Manager 01926 456204 email: jon.dawson@warwickdc.gov.uk	
Wards of the District directly affected	Lapworth, Kenilworth, Arden, Warwick Myton & Heathcote	
Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?	No	
Date and meeting when issue was last considered and relevant minute number	N/A	
Background Papers	RUCIS Scheme details. RUCIS Application file no. 252 to 255 correspondence with applicants.	

Contrary to the policy framework:	No
Contrary to the budgetary framework:	No
Key Decision?	No
Included within the Forward Plan? (If yes include reference number)	No
Equality Impact Assessment Undertaken	Yes

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive	2/3/20	Chris Elliott
Head of Service	2/3/20	Mike Snow
CMT	2/3/20	Chris Elliot, Bill Hunt and Andy Jones
Section 151 Officer	2/3/20	Mike Snow
Monitoring Officer	2/3/20	Andy Jones
Finance	2/3/20	Mike Snow
Portfolio Holder(s)	2/3/20	Cllr Hales
Consultation & Community Engagement		
Community Partnership Team, Manoj Sonecha (Active Communities Officer), Stuart Winslow (Sports and Leisure Contract Manager), David Guilding (Arts Manager) and Chloe Johnson (Arts Collections and Engagement Manager), Carol Sleight (Arts Officer); Copy of report forwarded 12/02/20 and 21/02/20.		
Final Decision?	Yes/No	
Suggested next steps (if not final decision please set out below)		

1. Summary

1.1 This report informs Members of an urgent decision taken by the Chief Executive under delegated authority CE(4), following consultation with Group Leaders, to grant the four following Rural/Urban Capital Improvement Scheme grant applications:

- Lapworth Cricket Club to install an electronic scoreboard on the existing scoreboard fascia to digitise the scoring process and to purchase and fit out a shed with electrics, shower and changing facilities for match umpires in order to meet the standards required to continue to play competitive matches in the Cotswold Hills league.
- Kenilworth Cricket Club to replace a faulty changing room boiler which provides heating and hot showers and is now at end-of-life, replace a self-propelled mower which is also faulty and at end-of-life, and purchase a brush-cutter.
- Wren Hall towards their phase 2 improvement programme specifically to include; a) plastering, decorating, flooring, sound system, stage with lighting, tables and chairs for a new assembly room, b) a new external shed to be used as a storage facility, c) new gates to the hall's car park, d) new signage, and e) recommissioning of the hall's alarm system.
- Heathcote Parish Church for Warwick Gates Community Centre to fence off the side and rear perimeter and include two secure push-bar gates to secure the building perimeter to deter anti-social behaviour.

1.2 Due to the Coronavirus outbreak and in line with the self-isolation Government advice, the 18 March 2020 meeting of the Executive was cancelled. As a result, the decisions on the agenda for that meeting were taken under the Chief Executive's delegated authority CE(4).

2. Recommendation

2.1 That Executive notes the decision taken by the Chief Executive, after consultation with Group Leaders, under delegated authority CE(4) to approve a Rural/Urban Capital Improvement Grant for:

Lapworth Cricket Club

Lapworth Cricket Club of 80% of the total project costs to install an electronic scoreboard on the existing scoreboard fascia and to purchase and fit out a shed with electrics, shower and changing facilities for match umpires, as detailed within paragraphs 1.1, 3.2 and 8.1, up to a maximum of £7,618 including vat subject to receipt of the following:

- Written confirmation from Lapworth Parish Council to approve a capital grant of £750 (if the application is declined or a reduced amount is offered the budget shortfall will be covered by Lapworth Cricket Club's cash reserves which have been evidenced through their annual accounts and the provision of recent bank statements)

As supported by Appendix 1 to the report.

Kenilworth Cricket Club

Kenilworth Cricket Club of 69% of the total project costs to replace a faulty changing room boiler which provides heating and hot showers, replace a self-propelled mower which is also faulty and purchase a brush-cutter, as detailed within paragraphs 1.1, 3.2 and 8.2, up to a maximum of £1,633 excluding vat subject to receipt of the following:

- Written confirmation from Kenilworth Town Council to approve a capital grant of £630 (if the application is declined or a reduced amount is offered the budget shortfall will be covered by Kenilworth Cricket Club's cash reserves which have been evidenced through their annual accounts and the provision of recent bank statements)

As supported by Appendix 2 to the report.

Wren Hall

Wren Hall of 49% of the total project costs towards their phase 2 improvement programme specifically to include; a) plastering, decorating, flooring, sound system, stage with lighting, tables and chairs for a new assembly room, b) a new external shed to be used as a storage facility, c) new gates to the hall's car park, d) new signage, and e) recommissioning of the hall's alarm system, as detailed within paragraphs 1.1, 3.2 and 8.3, up to a maximum of £30,000 including vat.

As supported by Appendix 3 to the report.

Heathcote Parish Church for Warwick Gates Community Centre

Heathcote Parish Church for Warwick Gates Community Centre of 80% of the total project costs to fence off the side and rear perimeter and include two secure push-bar gates to secure the building perimeter, as detailed within paragraphs 1.1, 3.2 and 8.4, up to a maximum of £2,784 including vat subject to receipt of the following:

- Written confirmation from Warwick Town Council to approve a capital grant of £596 (if the application is declined or a reduced amount is offered the budget shortfall will be covered by, a) 50% from Heathcote Parish Church's cash reserves which have been evidenced through their annual accounts and the provision of recent bank statements, and b) 50% from Cllr Jacqui Grey from her monthly Councillor's Allowance)

As supported by Appendix 4 to the report.

3. Reasons for the Recommendation

- 3.1 This was an urgent matter which could not wait until the next Executive meeting. Because of the Coronavirus outbreak, it was not known when the Council meetings would resume.
- 3.2 This resulted in the use of delegated power CE(4), which states:

"The Chief Executive be authorised to deal with urgent items that occur between meetings, in consultation with the relevant Deputy Chief Executive,

Head(s) of Service (if available) and Group Leaders (or in their absence Deputy Group Leaders) subject to the matter being reported to the Executive at its next meeting.”

- 3.3 The Council operates a scheme to award Capital Improvement Grants to organisations in rural and urban areas. The grants recommended are in accordance with the Council’s agreed scheme and will provide funding to help the projects progress.
- 3.4 All four projects contribute to the Council’s Fit for the Future Strategy.

Lapworth Cricket Club

The cricket club is the only sports club within the village without which there would be fewer opportunities for the community to enjoy and participate in sports activities which could potentially result in disengaging and weakening the community and an increase in anti-social behaviour and obesity (including in children). The project work will digitise the match scoring process which will hopefully encourage younger members to continue to participate and it will also ensure that match umpire changing facility requirements are met, without which the club would be unable to continue to play competitive matches in the Cotswold Hills league.

Kenilworth Cricket Club

Without the club, there would be fewer opportunities for the community to enjoy and participate in sports activities which could potentially result in disengaging and weakening the community and an increase in anti-social behaviour and obesity (including in children). The project will replace the current boiler that is at end-of-life and will again provide functional showers, it will also replace the current mower that is end-of-life which is necessary to maintain the pitch to a playing standard, both of which are essential requirements for the continued running and use of the club.

Wren Hall

The hall is the only centre facility within the local area to offer community activity and events without which there would be fewer opportunities for the community to enjoy and participate in social, arts and cultural activities which could potentially result in disengaging and weakening the community and an increase in anti-social behaviour. The project will create a more fit-for-purpose facility which will increase activity and events opportunities for the community.

Heathcote Parish Church for Warwick Gates Community Centre

Without the community centre, there would be fewer opportunities for the community to enjoy and participate in social, sports, arts and cultural activities which could potentially result in disengaging and weakening the community and an increase in anti-social behaviour and obesity including within children. The project will secure the side and rear perimeter to deter anti-social behaviour resulting in the community feeling safer especially when using the centre for the many activities on offer.

4. Policy Framework

4.1 Fit for the Future (FFF):

The Council's FFF Strategy is designed to deliver the Vision for the District of making it a Great Place to Live, Work and Visit. To that end amongst other things the FFF Strategy contains several Key projects.

The FFF Strategy has 3 strands; People, Services and Money and each has an external and internal element to it. The table below illustrates the impact of this proposal, if any, in relation to the Council's FFF Strategy.

FFF Strands		
People	Services	Money
External		
Health, Homes, Communities	Green, Clean, Safe	Infrastructure, Enterprise, Employment
<u>Intended outcomes:</u> Improved health for all Housing needs for all met Impressive cultural and sports activities Cohesive and active communities	<u>Intended outcomes:</u> Becoming a net-zero carbon organisation by 2025 Total carbon emissions within Warwick District are as close to zero as possible by 2030 Area has well looked after public spaces All communities have access to decent open space Improved air quality Low levels of crime and ASB	<u>Intended outcomes:</u> Dynamic and diverse local economy Vibrant town centres Improved performance/productivity of local economy Increased employment and income levels
Impacts of Proposal		
All RUCIS applications are designed to encourage and support local communities and local not-for-profit organisations in developing cohesive and active communities. The details behind this are set out in appendices 1, 2, 3 and 4.	Through the delivery of RUCIS grants the aim is to deliver cohesive and active communities which in turn help to support and maintain lower levels of crime and ASB. The details behind this are set out in appendices 1, 2, 3 and 4.	N/A
Internal		
Effective Staff	Maintain or Improve Services	Firm Financial Footing over the Longer Term
<u>Intended outcomes:</u>	<u>Intended outcomes:</u>	<u>Intended outcomes:</u>

All staff are properly trained All staff have the appropriate tools All staff are engaged, empowered and supported The right people are in the right job with the right skills and right behaviours	Focusing on our customers' needs Continuously improve our processes Increase the digital provision of services	Better return/use of our assets Full Cost accounting Continued cost management Maximise income earning opportunities Seek best value for money
Impacts of Proposal		
N/A	N/A	N/A

4.2 Supporting Strategies; each strand of the FFF Strategy has several supporting strategies and but none are directly relevant in this case.

4.3 Changes to Existing Policies; there are no changes to existing policies.

4.4 Impact Assessments; there are no new or significant policy changes proposed in respect of Equalities.

5. Budgetary Framework

5.1 The budget for Rural/Urban Capital Improvement Scheme applications for 2019/20 is £150,000.

5.2 There is £56,627 remaining budget available to be allocated, if the applications from

- Lapworth Cricket Club of 80% of the total project costs up to a maximum of £7,618 (including vat)
- Kenilworth Cricket Club of 69% of the total project costs up to a maximum of £1,633 (excluding vat)
- Wren Hall of 49% of the total project costs up to a maximum of £30,000 (including vat)
- Heathcote Parish Church for Warwick Gates Community Centre of 80% of the total project costs up to a maximum of £2,784 (including vat).

are agreed, £14,592 will remain in the RUCIS budget.

5.3 There is £4,620 available to be allocated for Rural/Urban Capital Improvement Scheme Grants from project underspends which have occurred within this financial year.

5.4 Please note that at the 18th December 2019 Executive it was agreed, as a one-off occasion, that any remaining budget at 2019/20 year-end would be carried forward into the 2020/21 financial year. This is due to a planned change in scheme criteria which will be implemented on 1st April 2020; applications that meet the parameters to be deemed as an environmentally sensitive project which helps the climate change emergency, will qualify for a higher maximum

contribution (some organisations have held off applying in 2019/20 and will instead apply in 2020/21 to maximise the financial contribution and the project works to be completed).

As per appendix 5 to the report.

6. Risks

- 6.1 There are no main risks for this proposal.
- 6.2 There are no direct risks associated with the report because the decision has already been taken.

7. Alternative Option(s) considered

- 7.1 No alternative options were considered as the decision was already made and the report was for information only.

8. Background

- 8.1 Lapworth Cricket Club has submitted a RUCIS application to install an electronic scoreboard on the existing scoreboard fascia to digitise the scoring process and to purchase and fit out a shed with electrics, shower and changing facilities for match umpires in order to meet the standards required to continue to play competitive matches in the Cotswold Hills league.

Projects of less than £10,000 overall costs fall within the Small Grants category of the RUCIS scheme which has a maximum contribution of up to 80% of the overall project costs; the project cost is £9,522 (including vat) and therefore qualifies to apply for a grant of up to 80%.

The application is therefore for 80% of the total project costs up to a maximum of £7,618 including vat.

Lapworth Cricket Club has committed £1,154 to the project costs from their cash reserves; these funds have been evidenced through their annual accounts and the provision of recent bank statements.

Lapworth Cricket Club isn't registered for vat and therefore will not be reclaiming vat in connection to this project; the award will therefore be inclusive of vat.

An application has been made to Lapworth Parish Council for a contribution of £750 towards this project and is now awaiting a decision; if the application is declined the budget shortfall will be covered by Lapworth Cricket Club's cash reserves which have been evidenced through their annual accounts and the provision of recent bank statements.

Lapworth Cricket Club has previously had the following successful RUCIS grants:

- February 2016 - 50% grant awarded which equated to £11,218 to build a new patio area and walkway and provide power to the equipment shed and score box

- March 2018 – 50% grant awarded which equated to £10,479 to purchase a new mower and a roller to replace the existing equipment that had reached the end of its life span.

The application therefore meets the scheme criteria whereby after a successful grant award an organisation must wait for a minimum of 2 years before re-applying for a new grant.

It was therefore recommended that the Executive approves an award of a Rural/Urban Capital Improvement grant to Lapworth Cricket Club of 80% of the total cost of the project including vat subject to a maximum of £7,618.

- 8.2 Kenilworth Cricket Club has submitted a RUCIS application to replace a faulty changing room boiler, which provides heating and hot showers and is now at end-of-life, replace a self-propelled mower, which is also faulty and at end-of-life, and purchase a brush-cutter.

Projects of less than £10,000 overall costs fall within the Small Grants category of the RUCIS scheme which has a maximum contribution of up to 80% of the overall project costs; the project cost is £2,363 (excluding vat) and therefore qualifies to apply for a grant of up to 80%.

The application is for 69% of the total project costs up to a maximum of £1,633 excluding vat.

Kenilworth Cricket Club has committed £100 to the project costs from their cash reserves; these funds have been evidenced through their annual accounts and the provision of recent bank statements.

An application has been made to Kenilworth Town Council for a contribution of £630 towards this project and is now awaiting a decision; if the application is declined the budget shortfall will be covered by Kenilworth Cricket Club's cash reserves which have been evidenced through their annual accounts and the provision of recent bank statements.

Kenilworth Cricket Club is registered for vat (registration number GB273531561); the club will be reclaiming vat in connection to this project therefore the award will be excluding vat.

Kenilworth Cricket Club have not previously had a RUCIS grant award.

It is therefore recommended that the Executive approves an award of a Rural/Urban Capital Improvement grant to Kenilworth Cricket Club of 69% of the total cost of the project excluding vat subject to a maximum of £1,633.

- 8.3 Wren Hall embarked on a two phase overall improvement project in 2017:

The phase 1 project focussed on the existing main hall room and various external works which included;

- New toilet facilities were created for the main hall room along with new windows and secondary glazing, fire door, lighting, chairs, tables and redecoration.
- New fencing, patio and tree works.

These works were completed in 2018.

The phase 2 project is to create a new modern 120sqm assembly room with a foyer, new kitchen and toilets including a disabled toilet. This overall phase is in progress and incorporates the following sub phases:

- New groundworks, structure and superstructure for the new room and lobby; completed December 2019.
- Brickwork, roof tiling, gutters, plastering, new windows and doors, electrics; in progress, will complete in Spring 2020.
- Finishing work by way of heating, insulation and ventilation; not yet started
- The last sub-phase, which also has not yet started, is what this RUCIS application is to contribute towards;
 - Plastering, decorating, flooring, sound system, stage with lighting, tables and chairs for the new assembly room
 - A new external shed to be used as a storage facility
 - New gates to the hall's car park
 - New signage
 - Recommissioning of the hall's alarm system

The application is for 49% of the total project costs up to a maximum of £30,000 including vat.

Wren Hall isn't registered for vat and therefore will not be reclaiming vat in connection to this project; the award will therefore be inclusive of vat.

Wren Hall has committed £31,557 to the project costs from their cash reserves; these funds have been evidenced through their annual accounts and the provision of a recent bank statement.

Wren Hall have already successfully applied for a £300 financial contribution from Beausale, Haseley, Honiley & Wroxall Parish Council.

Whilst not directly linked to this sub-phase project, Wren Hall have already successfully applied to two other grant providers for contributions towards the other phase 2 sub-phase projects noted above; National Lottery Community Fund (£83,529) and ACRE Village Hall Improvement Grant Fund (£20,000).

Warwick District Council have provided planning permission for alterations and extensions to the hall; W/16/2029.

Wren Hall has previously had the following successful RUCIS grants:

- In 1998/99 - 75% grant awarded which equated to £3,864 for crockery etc (that is all that is noted in previous records)

- In 2002/03 - 40% grant awarded which equated to £10,000 to create disabled toilet facilities
- November 2017 - 49% grant awarded which equated to £30,000 towards the phase 1 improvement project to install new windows and secondary glazing, new fencing and carrying out various building and tree works

The application therefore meets the scheme criteria whereby after a successful grant award an organisation must wait for a minimum of 2 years before re-applying for a new grant.

It was therefore recommended that the Executive approves an award of a Rural/Urban Capital Improvement grant to Wren Hall of 49% of the total cost of the project including vat subject to a maximum of £30,000.

- 8.4 Heathcote Parish Church (for Warwick Gates Community Centre) has submitted a RUCIS application to fence off the side and rear perimeter and include two secure push-bar gates to secure the building perimeter to deter anti-social behaviour.

Projects of less than £10,000 overall costs fall within the Small Grants category of the RUCIS scheme which has a maximum contribution of up to 80% of the overall project costs; the project cost is £3,480 (including vat) and therefore qualifies to apply for a grant of up to 80%.

The application is therefore for 80% of the total project costs up to a maximum of £2,784 including vat.

Heathcote Parish Church has committed £100 to the project costs from their cash reserves; these funds have been evidenced through their annual accounts and the provision of recent bank statements.

Heathcote Parish Church isn't registered for vat and therefore will not be reclaiming vat in connection to this project; the award will therefore be inclusive of vat.

An application has been made to Warwick Town Council for a contribution of £596 towards this project and is now awaiting a decision; if the application is declined the budget shortfall will be covered by, a) 50% from Heathcote Parish Church's cash reserves which have been evidenced through their annual accounts and the provision of recent bank statements, and b) 50% from Cllr Jacqui Grey from her monthly Councillor's Allowance.

Heathcote Parish Church have not previously had a RUCIS grant award.

It was therefore recommended that the Executive approves an award of a Rural/Urban Capital Improvement grant to Heathcote Parish Church of 80% of the total cost of the project including vat subject to a maximum of £2,784.