

 <b>Executive – 1<sup>st</sup> November 2017</b>		<b>Agenda Item No.</b>  <h1 style="text-align: center;">14B</h1>
<b>Title</b>	Rural/Urban Capital Improvement Scheme (RUCIS) Application	
<b>For further information about this report please contact</b>	Jon Dawson Finance Administration Manager 01926 456204 email: jon.dawson@warwickdc.gov.uk	
<b>Wards of the District directly affected</b>	Leek Wootton (Shrewley), Radford Semele, Clarendon, Arden	
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?</b>	No	
<b>Date and meeting when issue was last considered and relevant minute number</b>	N/A	
<b>Background Papers</b>	RUCIS Scheme details. RUCIS Application file no. 225 to 226 and file no. 227 to 229; correspondence with applicants.	

<b>Contrary to the policy framework:</b>	No
<b>Contrary to the budgetary framework:</b>	No
<b>Key Decision?</b>	Yes
<b>Included within the Forward Plan? (If yes include reference number)</b>	Yes - 904
<b>Equality Impact Assessment Undertaken</b>	Yes

<b>Officer/Councillor Approval</b>		
<b>Officer Approval</b>	<b>Date</b>	<b>Name</b>
Chief Executive/Deputy Chief Executive	16.10.17	Chris Elliott
Head of Service	16.10.17	Mike Snow
CMT	16.10.17	Chris Elliot, Bill Hunt and Andy Jones
Section 151 Officer	16.10.17	Mike Snow
Monitoring Officer	16.10.17	Andy Jones
Finance	16.10.17	Mike Snow
Portfolio Holder(s)	16.10.17	Clr Whiting
<b>Consultation &amp; Community Engagement</b>		
Community Partnership Team, Manoj Sonecha (Active Communities Officer) and Mair Evans (Arts Development Officer); Copy of report forwarded 5th October 2017.		
<b>Final Decision?</b>	Yes/No	
<b>Suggested next steps (if not final decision please set out below)</b>		

## 1. Summary

1.1 This report provides details of four Rural/Urban Capital Improvement Scheme grant applications:

- Shrewley Village Hall to purchase 100 chairs to replace existing stock which is nearing the end of its life span
- Hunningham Cricket Club to replace the existing 2 bay outdoor practice net which has reached the end of its life span
- No More Floor (Just4Children) to create a new disabled changing room facility in the Royal Priors Shopping Centre to include a large toilet with a hoist, hi-lo bed and a hi-lo sink
- Wren Hall to
  - § Install new fencing and carry out tree works
  - § Carry out building works; demolish redundant chimney, replace guttering, create new doorway entrance to existing main hall room, create patio area outside new doorway, new fire escape door, create structure for new toilet facilities for the main hall room
  - § Install two new windows and secondary glazing on two existing windows

## 2. Recommendation

2.1 It is recommended that the Executive approves:

### **Shrewley Village Hall**

A Rural/Urban Capital Improvement Grant from the rural cost centre budget for Shrewley Village Hall of 80% of the total project costs to purchase 100 chairs to replace existing stock, as detailed within paragraphs 1.1, 3.2 and 8.1, up to a maximum of £2,947 including vat.

As supported by appendix 1.

### **Hunningham Cricket Club**

A Rural/Urban Capital Improvement Grant from the rural cost centre budget for Hunningham Cricket Club of 50% of the total project costs to replace the existing 2 bay outdoor practice net, as detailed within paragraphs 1.1, 3.2 and 8.2, up to a maximum of £14,850 including vat.

As supported by appendix 2.

### **No More Floor (Just4Children)**

A Rural/Urban Capital Improvement Grant from the urban cost centre budget for No More Floor (Just4Children) of 17.5% of the total project costs to create a new disabled changing room facility in the Royal Priors Shopping Centre, as

detailed within paragraphs 1.1, 3.2 and 8.3, up to a maximum of £4,468 excluding vat, subject to receipt of the following:

- Written confirmation from Leamington Town Council to approve a capital grant of £200 (if the application is declined or a reduced amount is offered the budget shortfall will be covered by the No More Floor group's funds which have been evidenced through a financial statement from Just4Children)
- Written confirmation from Royal Priors Shopping Centre to approve a donation of £5,000 (or an alternative capital grant provider)
- Written confirmation from Royal Priors Shopping Centre that the new changing room facility will be available to the community for a minimum of 5 years during which they will ensure that it is maintained

As supported by appendix 3.

### **Wren Hall**

A Rural/Urban Capital Improvement Grant from the rural cost centre budget for Wren Hall of 49% of the total project costs to install new windows and secondary glazing, new fencing and carry out various building and tree works, as detailed within paragraphs 1.1, 3.2 and 8.4, up to a maximum of £30,000 excluding vat

As supported by appendix 4.

## **3. Reasons for the Recommendation**

- 3.1 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.
- 3.2 All projects contribute to the Council's Fit for the Future Strategy:

### **Shrewley Village Hall**

This project contributes to the Council's Fit for the Future Strategy as without the village hall there would be fewer opportunities for the community to enjoy and participate in arts, cultural, social and physical activities which could potentially result in an increase in anti-social behaviour and disengage and weaken the community. The number of usable chairs is already declining to the point that it is necessary on occasions to bring damaged ones "out of retirement", as the number of usable chairs decreases the community will see a reduction in opportunities to participate in and enjoy activities, completing this project and purchasing new chairs will ensure that the current opportunities are maintained and potentially increase opportunities as better facilities will encourage the community to hire the hall for more functions and events.

### **Hunningham Cricket Club**

This project contributes to the Council's Fit for the Future Strategy as an all-weather practice facility will increase opportunities for the community to enjoy and participate in sporting activity all-year round and help to reduce anti-social

behaviour and obesity, including in children. Without an adequate practice facility the players will have nowhere to practice and ultimately the club will struggle to continue. This would have a significant negative impact in the local community with nearly 100 children and teenagers no longer actively playing cricket and thus losing 2 hours per week of physical activity.

### **No More Floor (Just4Children)**

This project contributes to the Council’s Fit for the Future Strategy as the creation of a changing room facility will tackle disadvantage and will further engage and strengthen the community as it will enable an otherwise excluded group of people to participate in events and activities within Leamington Spa Town Centre and also make use of the town facilities such as the library, parks and the Spa Centre.

### **Wren Hall**

This project contributes to the Council’s Fit for the Future Strategy as without the hall 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 enable more all-day, all-year round use and have better disabled access which will increase activity opportunities for the community.

## **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.

<b>FFF Strands</b>		
<b>People</b>	<b>Services</b>	<b>Money</b>
<b>External</b>		
<b>Health, Homes, Communities</b>	<b>Green, Clean, Safe</b>	<b>Infrastructure, Enterprise, Employment</b>
<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> 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
<b>Impacts of Proposal</b>		
All RUCIS applications are designed to encourage and support	Through the delivery of RUCIS grants the aim is to deliver cohesive and	N/A

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.	active communities which in turn helps to support and maintain lower levels of crime and ASB.  The details behind this are set out in appendices 1,2,3 and 4.	
<b>Internal</b>		
<b>Effective Staff</b>	<b>Maintain or Improve Services</b>	<b>Firm Financial Footing over the Longer Term</b>
<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	<u>Intended outcomes:</u> Focusing on our customers' needs Continuously improve our processes Increase the digital provision of services	<u>Intended outcomes:</u> Better return/use of our assets Full Cost accounting Continued cost management Maximise income earning opportunities Seek best value for money
<b>Impacts of Proposal</b>		
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 the Rural/Urban Capital Improvement Scheme applications for 2017/18 is £150,000 (£75,000 for rural projects and £75,000 for urban projects).

5.2 There is £75,000 available to be allocated for Rural/Urban Capital Improvement Scheme Grants from the urban cost centre budget in 2017/18. If the application from No More Floor (Just4Children) of 17.5% of the total project costs up to a maximum of £4,468 (excluding vat) is approved, £70,532 will remain in the urban cost centre budget.

5.3 There is £53,475 available to be allocated for Rural/Urban Capital Improvement Scheme Grants from the rural cost centre budget in 2017/18. If the following applications from:

- o Shrewley Village Hall of 80% of the total project costs, up to a maximum of £2,947 (including vat)

- Hunningham Cricket Club of 50% of the total project costs, up to a maximum of £14,850 (including vat)
- Wren Hall of 49% of the total project costs, up to a maximum of £30,000 (excluding vat)

Within this report are approved, £5,678 will remain in the rural cost centre budget.

As per appendix 5.

## **6. Risks**

6.1 There are no main risks for this proposal.

## **7. Alternative Option(s) considered**

7.1 The Council has only a specific capital budget to provide grants of this nature and therefore there are no alternative sources of funding if the Council is to provide funding for Rural/Urban Capital Improvement Schemes.

7.2 Members may choose not to approve the grant funding, or to vary the amount awarded.

## **8. Background**

### **8.1 Shrewley Village Hall:**

Shrewley Village Hall has submitted a RUCIS application to purchase 100 chairs to replace existing stock which is nearing the end of its life span.

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 £3,684 (including vat) and therefore qualifies to apply for a grant of up to 80%.

Shrewley Village Hall have obtained the required three written quotes with the following costs; £3,067.20, £3,684.41 and £4,378.80. Their preferred supplier/quote is the middle quote of £3,684.41, which is £617.21 more expensive than the cheapest /best value quote that we would normally anticipate the applicant to use. The village hall obtained sample chairs to test and obtained feedback from the management committee and two of the main user groups; Shrewley Social Club and the Women's Institute. The chairs/quote chosen has been based on the attributes of comfort, perceived quality and appearance.

The application is therefore for 80% of the total project costs up to a maximum of £2,947.

Shrewley Village Hall have committed £637 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.

Shrewley Village 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.

Shrewley Parish Council support the project and have approved a £100 contribution towards the total project costs.

Shrewley Village Hall have previously had the following successful RUCIS grants:

- June 2008 - 50% grant awarded which equated to £14,500 for a new ceiling and an extension.
- April 2010 – To enable the ceiling and extension project to be completed a further award of £8,915 was approved. This was to pay for additional electrical work required due to the new ceiling and to cover an increase in labour and material costs for the extension.
- January 2011 – During the final stages of the extension a major issue was discovered with regards to the existing sewer drains; they were found to be broken and had been leaking into the soil for a number of years. An additional grant was required to stop the closure of the Hall on health and safety grounds; an award of £5,573 was approved.
- March 2013 – 48% grant awarded which equated to £1,100 to reinforce the driveway at the side of the hall to improve access to the rear field for outdoor summer events and provide an additional parking area for all-year round indoor events.
- September 2015 - 50% grant awarded which equated to £8,154 to refurbish the kitchen.

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 is therefore recommended that the Executive approves an award of a Rural / Urban Capital Improvement grant to Shrewley Village Hall of 80% of the total cost of the project including vat up to a maximum of £2,947.

## 8.2 **Hunningham Cricket Club:**

Hunningham Cricket Club has submitted a RUCIS application to replace the existing 2 bay outdoor practice net which has reached the end of its life span

The application is for 50% of the total project costs up to a maximum of £14,850 including vat.

Hunningham Cricket Club have committed £14,350 to the project from their cash reserves. These funds have been evidenced through a recent bank statement.

Hunningham 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.

Eathorpe, Hunningham, Offchurch and Wappenbury Joint Parish Council support the project and have approved a £500 contribution towards the total project costs.

Hunningham Cricket Club have previously had the following successful RUCIS grants:

- In 2002/03 - 10% grant awarded which equated to £5,000 (there's no record of what the project entailed)
- July 2006 - 47% grant awarded which equated to £14,800 to refurbish the pavilion
- June 2007 - £9,800 "top-up" grant awarded for the pavilion refurbishment
- July 2008 - 47% grant awarded which equated to £3,115 for phase 3 of the pavilion refurbishment

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 is therefore recommended that the Executive approves an award of a Rural / Urban Capital Improvement grant to Hunningham Cricket Club of 50% of the total project costs including vat up to a maximum of £14,850.

### 8.3 **No More Floor (Just4Children):**

No More Floor (Just4Children) have submitted a RUCIS application to create a new disabled changing room facility in the Royal Priors Shopping Centre.

The application is for 17.5% of the total project costs up to a maximum of £4,468 excluding vat; neither of the chosen contractors will be charging VAT.

No More Floor have committed £15,932 to the project costs from the funds that they have raised for this one-off project through various events, donations and grants; these funds have been evidenced through a financial statement from Just4Children.

No More Floor do not have three years accounts which is stipulated in the RUCIS criteria which has been previously discussed and considered by Chris Elliott and Members of the Executive; as the project is being delivered by a community group that have formed specifically to deliver this one-off project for the community as a whole, it was agreed that a RUCIS grant award could be considered. Just4Children are named applicants as they are a charity organisation who are providing the banking facility for No More Floor.

The changing room facility will be located in the Royal Priors Shopping Centre which although a private premise it is open to and used by the community. Royal Priors have committed to providing a rent-free room for use as the changing place, as such there is no lease agreement with the applicant. The RUCIS criteria states that if the premise is not owned by the applicant, the lease agreement should have at least 5 years remaining. However, the Royal Priors have committed to providing written assurance that the facility will be available and will also be maintained by them for a minimum 5 year period; as we are waiting to receive this I have added a caveat that a successful award is subject to receiving this assurance.



The Royal Priors have also committed to contributing £5,000 to the overall project costs although we are waiting to receive written confirmation of this, I have therefore added a caveat that a successful award is subject to receiving this.

Leamington Town Council support the project as noted in their letter of 18<sup>th</sup> September 2017 (a copy has been provided) which also acknowledges an application made for grant assistance. However, they have verbally indicated to the applicant that they don't think that it will meet their scheme criteria as the changing room facility will be based within a private premise. In the event that the £200 application is declined, the budget shortfall will be covered by the No More Floor cash reserve which has been evidenced via a Just4Children financial summary.

No More Floor (Just4Children) 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 No More Floor (Just4Children) of 17.5% of the total cost of the project excluding vat subject to a maximum of £4,468.

#### 8.4 **Wren Hall:**

Wren Hall has submitted a RUCIS application to install new windows and secondary glazing, new fencing and carry out various building and tree works.

This is phase 1 of a two phase overall improvement project; within phase 1 toilet structures will be created for the main hall room, however, they will not be fitted out as part of this project work. There are also other minor improvements that are not included in the phase 1 project work; new lighting, chairs, tables and decoration in the main hall room. This additional work will be funded through the Wren Hall cash reserves after the phase 1 project has been completed. The Trustees have guaranteed in writing that this work will be completed.

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

Wren Hall has committed £31,103 to the project costs from their cash reserves; these funds have been evidenced through their annual accounts and the provision of a recent bank statements and a deposit account receipt.

Year-Ending 31st December 2016, Wren Hall cash reserves are noted as £233,210; this included exceptional profit of £228,620 on sale of a fixed asset, the financial year prior to this the cash at bank and in hand balance was £29,246. The current cash reserves are ear-marked for funding a new modern 120sqm assembly room with a foyer, new kitchens and toilets which is phase 2 of the overall improvement program as noted above. A letter signed by the Trustees (Richard Slatem and Huw Jones), dated 23<sup>rd</sup> August 2017, has been provided; this pledges that the additional work between Phase 1 and Phase 2 projects will be completed, it also confirms understanding that failure to complete the next phase of works may result in the clawback of the RUCIS grant awarded for the phase 1 project.

Once the ear-marked funds for the organisations contributions to phase 1, the additional works to the main hall room and phase 2 are deducted from the cash

reserves the organisation meets the RUCIS criteria whereby the cash at bank and in hand is less than 12 months operating costs.

Beausale, Haseley, Honiley & Wroxall Parish Council have provided a letter dated 31<sup>st</sup> July 2017 (a copy has been provided) endorsing their support of the project, this also advises that they already contribute £500pa to the hall towards the cost of maintenance and as their funds are restricted they are unable to contribute any more funds specifically towards this project.

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

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 is 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 excluding vat subject to a maximum of £30,000.