

## APPENDIX A

### Facility Grants Scheme \* new application

Town:	East Grinstead
Title Of Project:	Facility improvements
Applicant:	East Grinstead Sports Club (EGSC)
Type Of Applicant:	Registered Charity (no. 1091114)
Previous Grants In Past 5+ Years:	£5,000 – EG Cricket Club refurbish cricket square (2016) £20,000 – new boiler (2014) £45,000 – EG Hockey Club water based pitch (2013) £16,918 – EG Cricket Club outdoor cricket nets (2013) £200,000 – re-provision of squash courts (2011)
Grant Request To MSDC	£ 139,870 (83%)
Total Project Cost:	£ 167,690

### Financial Summary

Sources of funding and whether secured

East Grinstead Cricket Club	£4,625 (secured)
Wave Leisure / EGSC	£23,195 (secured)
<b>Total</b>	<b>£27,820</b>

### Summary Of Project Proposal And Aims

Capital improvements to upgrade the reception, gym changing, café and bar, improve security through the installation of outdoor lighting and CCTV, expand car parking and upgrade the cricket pitch drainage with a view to increasing membership, maximising income and improving efficiency.

### Background

Grant applications from the East Grinstead Sports Club (EGSC) and East Grinstead Cricket Club (based at the Sports Club) were considered by the Cabinet Grants Panel on 5 June 2017. These applications were both deferred pending further information about governance arrangements, the business model and plan.

EGSC is the Charity that owns and provides the multi-sport, fitness and social facility, which provides a base for twenty sports clubs and organisations. Its focus is on sport, in particular youth participation, sport for all and activities for the older generation. It is open to the whole community and has over 1,000 local youngsters and over a 1,000 local adults who use the facility regularly. It has an annual footfall of between 225,000 and 300,000.

The sports include hockey, cricket, netball, junior football, badminton, squash, racketball, tennis, table tennis, lacrosse, basketball and volley ball. The objects of the charity are:

- To provide sport recreation and fitness facilities for the people of East Grinstead and neighbouring communities
- To educate, encourage, coach and train all ages to participate in sport, recreation and fitness activities
- To raise funds to sustain and improve the facilities and participation in sport.

On 1 October 2017, the EGSC board of trustees agreed to grant Wave Leisure a twelve-year operating lease. Wave Leisure Trust Limited is a Charity and Social Enterprise currently managing eight leisure facilities and Newhaven Fort.

Wave Leisure has identified a need to create a more welcoming and engaging environment, 'which appeals not only to the current membership, but also to those who are under-represented in sport such as females, over 55's and those who have additional physical or learning needs'. This project is part of a longer term plan to upgrade the facilities to increase membership, maximise income and improve energy efficiency.

The Sports Club has applied for a Facility Grant toward the cost of a major overhaul of the facilities which includes improving the reception area (£10,000), remodelling the gym changing (£35,000), bar and café refurbishment (£15,000), creating a social space for children and young people (£10,000), improving heating and ventilation controls (£10,000), upgrading the air conditioning (£10,000), installing LED lighting in the sports hall (£20,000), CCTV (£2,595) and extra security lighting (£600), replacement of external plant room doors (£2,000), improving access to the car park and creating additional parking space to improve safety and ease congestion (£35,000) which amounts to £150,195. In addition, the cricket club requires £17,495 (based on a revised quotation) toward the cost of installing new drainage for the cricket field to address severe flooding.

The implementation will be carried out by the Wave Leisure on EGSC's behalf and three competitive prices will be expected for each significant element of the capital expenditure plan. Work is due to take place between September 2018-August 2019.

The sports club received planning permission to improve the car park and access in 2015 (Ref: DM/15/1773).

Letters of support in respect of the application for facility improvements at the East Grinstead Sports Club have been received from Felbridge Badminton Club,

CD Phoenix Netball Club, East Grinstead Hockey Club, East Grinstead Cricket Club, Dunnings Squash and Racketball Club, Meads Junior Football Club, East Grinstead Town Council and Wave Leisure Trust. The Town Council supports the use of s106 funds for the improvements and highlights the Sports Club's international standard facilities and the need to maintain prestige and support the local community.

## **Governance And Management**

EGSC Trustees are responsible for the overall governance and management of the Charity's business. They must develop strategy, ensure compliance with relevant laws and regulations, secure adequate resources and monitor the effectiveness of day-to-day management of EGSC's operations.

The format of ongoing monitoring of the operating lease to deliver the growth in fitness membership, financial viability and increased participation will include detailed quarterly reports and progress meetings between Wave Leisure's CEO and the EGSC Trustees.

Each individual sport and club books the use of the facilities with the operator. Clubs that use EGSC as a home base negotiate a user agreement with the operator.

The Liaison Committee (TLS) is formed of representatives of the regular user groups and will meet at least every two months. The purpose of the TLC to work in partnership with the EGSC Board and Wave Leisure Trust to develop and implement a long term strategic plan for EGSC.

Membership includes the Chairperson and an additional representative of each affiliated club (Badminton, Cricket, Hockey, Meads Football, Netball and Squash), a representative of the Gym membership and two Trustees nominated by the EGSC Board. Representatives of Wave Leisure Trust will be invited to attend each meeting of the Committee to discuss matters of mutual interest.

The EGSC Board representatives will give a report of The Liaison Committee business at each EGSC Board meeting. Affiliated club representatives will provide feedback to their members.

Individuals, who are members of the affiliated clubs, are members of the charity and each member is entitled to vote on matters raised at the charity's AGM, including on the appointment of Trustees.

## **Head Of Finance Comments**

- Independently examined accounts have been submitted for the year ending 30th September 2016 which show a deficit of £10,868.
- Total income was £97,974; mainly generated from Rents received (£52,168), Donations and Legacies (£37,758), Grants (£5,759), Fees re Project Management Costs (£2,000) and Interest (£289).

- Total expenditure was £108,842; consisting of Supplies and Services (£108,842).
- Balances held at the end of the period showed Net assets of £2,538,645 comprising of Tangible assets £2,536,083, Debtors £18,666, Cash £157,237, Creditors (£58,644) and Creditors due after more than 1 year (£114,697).

### **How Does The Project Meet The Council's Aims?**

**Financial Independence** – EGSC and Wave Leisure are both committed to ensure the future financial viability of the facility. EGSC as a charity, is now in a much stronger financial position, as over the last 7 years, it has repaid most of its outstanding debts which restricted its ability to progress. EGSC and Wave are developing a long term financially sustainable plan for the facility

**Effective and Responsive Services** - An improved EGSC health, fitness and sporting environment will provide more attractive sports and leisure facilities for the community. It can continue to increase the physical activity of the population in the area and is available to all. A more welcoming environment will enable EGSC to provide health and fitness opportunities for additional families in the Mid Sussex Area.

**Strong and Resilient Communities** - The facilities and services provided by the EGSC health, fitness and sporting environment are available to all, and support the MSDC objectives of equal opportunities for all, improving engagement, and participation in their community and the leading of full and rewarding lives.

### **Corporate Grant Assessment Group Evaluation Of The Project**

The original grant application, drawn up in discussion with a potential operator, included greater investment in gym equipment and the total project cost amounted to £333,000 which would have created a large funding gap. This is a more realistic proposal which will ensure the long term future of the Sports Club. An operator has been appointed on a long-term lease creating security for the local community who wish to participate as players and volunteers in health, fitness and sporting activities. The new operator is keen to work with the users of the club and the formation of the TLC should ensure better partnership working. The improvements will make the facility more energy efficient and cost effective to run. They will also make it more welcoming and user friendly which will help to boost membership numbers making the operation more financially viable.

*Overall score: 9*

### **Corporate Grant Scheme Assessment Group Recommendation**

The Assessment Group recommends that the Cabinet Grants Panel awards East Grinstead Sports Club the following:

- £127,000 toward the cost of facility improvements which is made up of: £60,107.25 (P35/779 Land to the west of Imberhome Lane),

- £10,741 (PL12-000896 Caffyns Garage, 12-14 King Street),
  - £12,877.13 (PL13-000019 Land at 218 London Road),
  - £7,914.88 (PL13-000617 St James House, 150 London Road),
  - £5,296.74 (PL13-000677 Land at North End Club, 32-33 North End) Formal Sport S106 monies and £5,073.80 (P35/602e Land at Dunnings Mill Snooker Club),
  - £16,969.57 (P35/694 Land rear of 240-258 Holtye Road),
  - £3,300 (St James House, 150 London Road),
  - £5,531.63 (PL13-000680 Land at 33-35 Cantelupe Road) and
  - £4,125 (PL13-000415 Land at Sussex House, London Road) Local Community Infrastructure S106 monies to fund the car park.
- £12,870 for cricket pitch drainage which is made up of: £12,067 (PL13-000680 Land at 33-35 Cantelupe Road) and £803 (PL13-000617 St James House, 150 London Road) Formal Sport S106 monies.
- Plus, a grant of £4,000 for cricket nets (see Appendix B), making a total of £143,870.

***This grant offer is made subject to the following special conditions:***

- ***the project must be completed within 2 years of project funding being obtained***
- ***TLC to meet every two months for the duration of the project to monitor progress, minutes to be made available on request***