

## CORPORATE GRANT SCHEMES

**REPORT OF:** HEAD OF CORPORATE RESOURCES  
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**Wards Affected:** All  
**Key Decision** No

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### Purpose of the report

1. The purpose of this report is to present three Facility (Release of S106) and ten Community & Economic Development applications for consideration by the Cabinet Grants Panel.
2. The report also provides further information on the deferred East Grinstead Rugby Football Club project information as requested by Members.

### Summary

3. A summary of the applications to be considered and the recommendations from the Grants Assessment Group on the level of financial assistance to be awarded to each organisation are detailed as follows:

### Facility Grants (Release of S106)

Organisation	Purpose for which award is sought	Total Project Cost	Award Suggested
Crawley Down Community Centre Association	Improvements to the Café Bar, outdoor paving and meeting rooms at the Haven Centre	26,167	25,172
Hassocks Community Association	Improved disabled access at Adastra Hall	8,650	8,650
Haywards Heath Rugby Club	New clubhouse at Whitemans Green	1,500,000	100,000
		<b>£ 1,534,817</b>	<b>£ 133,822</b>

### Community and Economic Development Grants

Organisation	Area of Benefit	Purpose for which award is sought	Total Project Cost	Award Suggested
Brighton Science	Mid Sussex	Summer holiday workshops for children	7,000	2,500
Burgess Hill Town Council	Burgess Hill	Cinema screening in St Johns Park	2,355	1,300
Crawley Town Community Foundation	Hurstpierpoint	Sports activity programme for young people at Court Bushes	5,000	5,000
Downlands School Association	Hassocks	Building Survival Skills for the Teenage Years – parenting courses.	2,538	2,538
Haywards Heath Baptist	Haywards Heath	Astroturf for children's play area	5,000	3,150

Church				
Hurstpierpoint Gymnastics Club	Hurstpierpoint	Gymnastic activities and equipment	5,225	2,025
Jubilee Hub	East Grinstead	Drop-in social group for isolated adults	4,070	2,620
Mid Sussex Community Support Organisation	Haywards Heath	Subsidised meals, games, Christmas and annual trip for people with mental health issues.	2,600	1,300
Relate North & South West Sussex	East Grinstead	Local counselling service	10,860	2,000
St John's, Felbridge	East Grinstead	Holiday activity project for teenagers	714	714
<b>Total</b>			<b>£45,362</b>	<b>£23,147</b>

## Recommendations

### ***4. Members of the Panel are requested to consider and decide upon:***

- i. the recommendations for each of the above applications, summaries of which are attached in Appendices A and B;***
- ii. the recommendation to award a £50,000 Facility Grant to East Grinstead Rugby Football Club (see para 18)***
- iii. Panel Members are also asked to approve a small grants scheme to support Silver Sunday***

## Background

5. Applications for all grants are assessed against a standard checklist and considered by a "Grants Assessment Group" to ensure a consistent approach to the awarding of grants.

## Assessment Process

6. Applications are assessed against four key criteria – Council priorities, evidence of need, finances and impact and benefits. The maximum possible score for excellent applications which fully meet all the criteria is 12.
7. The applications received in this grants round have been considered by the Grants Assessment Group comprising relevant officers from across the authority together with representatives from West Sussex County Council's Partnerships and Communities Team and, unless there is a conflict of interest, the local Council for Voluntary Service.
8. The merit of each application is judged against the agreed criteria and a level of funding is recommended to the Cabinet Grants Panel. A summary of the assessment of each application is included within the individual project reports in Appendices A and B.
9. All organisations have met the basic criteria and specific grant criteria, i.e. are fully constituted voluntary and not for profit organisations, and have provided the relevant information to support their application.

## Other Options Considered

10. The grants provided by this Council are 'pump priming' in the context of enabling the applicants to lever in substantial monies from other organisations, grant-giving charities and national schemes.

## East Grinstead Rugby Football Club

11. On 16 October 2018, the Cabinet Grants Panel considered an application from East Grinstead Rugby Football Club for a grant of £102,840 toward the replacement of the junior clubhouse roof and tennis court refurbishment. The club aimed to refit the junior clubhouse roof and terrace, reconfigure the changing rooms and refurbish the outdoor tennis courts to create a 5-a-side football area. The total cost of these works was estimated to be £126,244 and the recommendation was for an award of £50,000.
12. Members were concerned that the proposed works might not fully address all of the Building Regulations requested a copy of the Approved Inspectors report outlining the outstanding issues that need to be resolved.
13. The rugby club submitted an architect's Condition Report on the building which identified a number of items and areas of concern that are incomplete and/or pose a potential risk to users of the building and a number of quotes to address these issues.
14. Facilities & Services reviewed this information and recommended that the club should employ a building surveyor to prepare a schedule of works and provide project management expertise.
15. The club engaged a building surveyor and structural engineer to produce condition surveys to support the production of the programme of eight work packages to address the various concerns as listed below:

Work Package	Costs
1: Roofing and decking package	89,300
2: Fire alarm	3,244
3: Drainage and general building	6,072
4: Interior second fix carpentry etc.	6,902
5: Space Heating main room	3,496
6: Referees room	9,307
7: Fencing replacement and repair	7,200
8: Minor works estimate – not yet quoted	8,850
<b>Project Total</b>	<b>£ 134,371</b>

16. The work packages have been designed to have one main contractor responsible for the significant roof works (work package 1) and regular contractors on the other work packages, for the more specialist or minor items. The club has submitted quotes for all of these works and selected the roofing works contractor as they provided the most economic and detailed quote. All costs are exclusive of VAT and include a 10% contingency.
17. The building surveyor has confirmed that the works programme above should be a satisfactory method of dealing with the rectification works. The Approved Inspector has carried out a site meeting and also confirmed that if these works are satisfactorily carried out that should be sufficient to enable them to issue a final certificate.

18. On the basis of this additional information, it is recommended that the Cabinet Grants Panel award East Grinstead Rugby Football Club a Facility Grant (release of s106 contributions) of £50,000 to enable them to make improvements to the junior clubhouse which is made up of the following - Formal Sport S106: £18,284.92 (Mariners & Redwood P35/501c), £4,012.30 (Dunnings Mill P35/602e), £3,335.04 (27-29 Cantelupe Rd P35/632b), £6,204.65 (Maypole Hse P35/633b), £18,163.09 (240-258 Holtye Rd P35/694).

This grant offer is made subject to the following special condition:

- final 10% payable on receipt of Fire Risk Assessment, Final Certificate and Planning approval to regularise the building as constructed.

### **Silver Sunday**

19. Silver Sunday is an annual day of fun and free activities for older people across the UK, which takes place in October. It celebrates the value and knowledge older people contribute to our communities while combating loneliness and isolation. 13 applications were received in the 2018 grant round with events ranging from lunch parties, an intergenerational band concert, bingo, information sessions and a tea party with older residents and a local nursery. The aim is to build on the momentum of the last two years of funding to enable more older residents across the district to attend or be part of a Silver Sunday event.
20. It is proposed that £7,500 (up to 30 applications) should be set aside from the Community and Economic Development budget to provide a ring-fenced fund for groups to apply for small one-off grants of up to £250 to run Silver Sunday events.
21. If agreed, the Council will promote the opportunity through the Voluntary Sector Network and invite applications to be submitted by 02 August 2019. A Cabinet Grants Panel meeting will be held in early August to consider the bids which will give the groups approximately six weeks to organise their own events.
22. We will make it a condition of funding that the events should be promoted through the Silver Sunday website <https://silversunday.org.uk/>.

### **Financial Implications**

23. All Facility Grants are funded through the use of S106 contributions which the Council holds for the enhancement of capacity for sport, community buildings and other purposes as a result of residential development.
24. Community & Economic Development Grants are funded through a dedicated budget. The current fund stands at:

<b>Scheme</b>	<b>Fund as at 1 April 2019</b>	<b>Additional funds approved</b>	<b>Allocated and spent to date</b>	<b>Balance</b>
Community & Economic Development	£94,504	0	(£33,890)	£60,614

25. The allocated to date figure includes the amount approved for CED grants at the Grants Panel Meetings of 16 April 2019.
26. If Members agree to the recommendations the balance will be reduced by £30,647, leaving a remainder of £29,967 in the Community & Economic Development Fund reserve.

### **Risk Management Implications**

27. The main associated risks that may impact upon the successful implementation of the decisions arising from this report would be the inability of the funded organisations to carry out the services, activities or equipment purchase for which funding had been awarded.
28. Additionally, the sharing of information with West Sussex County Council will ensure that organisations are not being double-funded for the same purpose.
29. A Contract is signed at the application stage by organisations seeking funding that details the terms and conditions under which the grant is given, including the return of all monies to the Council should the purpose for which the grant is awarded not materialise. In respect of Facility Grants, the Council may impose additional safeguards.
30. All organisations are requested to complete an End of Grant Report at the end of the funding period and required to submit information relating to the grant including purchase invoices, details of the number of residents benefiting from the grant, annual accounts, how the grant was used etc.
31. It is considered that these measures would mitigate the main risks from materialising and indicate a low-risk to the successful outcomes arising from this report.

#### **Equality and customer service implications**

32. As part of the assessment process all of the organisations applying for funding from the Council have complied with the required conditions of funding and have the requisite policies and procedures in place including any other relevant legislation.

#### **Legal Implications**

33. The Council is not obliged to provide grant funding, but by virtue of section 1 of the Localism Act 2011, it is able to do anything which it considers is likely to achieve the promotion of the economic, social or environmental wellbeing of its area. This includes the incurring of expenditure, giving financial assistance to any person (or organisation) and entering into arrangements or agreements with any person.

#### **Background Papers**

34. Grant applications and associated documentation for the Community & Economic Development and Facility Grants are held in the Community Services, Policy and Performance Section.