

**Copeland Community Fund Project Board**  
**Notes of the Meeting held on 20 September 2012 Carlisle Spedding Room, Copeland Centre**

**Present:** Councillor A Markley (CCC) (Chair)  
Mr B Hough (NDA)  
Councillor E Woodburn (CBC)  
Mr M Shields (Independent Member)

**In Attendance:** P Dodson(CCC); J Betteridge (CBC); P Ratcliffe (Community Development Worker), H Askew (Community Development Team Leader),  
Chair welcomed Heather Askew as Community Development Team Leader

1. **Apologies for absence**

Mr T Knowles (CCC)  
Mr D Moore (CBC)

2. **Disclosures of interest**

E Woodburn – 7.2 personal, 8 professional  
A Markley – 7.1, 9.3 professional  
P Dodson – 7.1 professional  
J Betteridge – 8 professional

3. **Notes of last meeting, 26 July 2012**

Minutes agreed. Proposed by EW, seconded BH

4. **Actions from Previous Meeting**

6.2 letter of support for Foyer Project still required (needs to be with BEC by 5<sup>th</sup> Oct)

Action: CDT

8 Team to contact Ted Thwaites to arrange a presentation to CCC local committee.

Action: CDT

4 Has the Interest payment related to the annual payment been made?

Action: PD

**Westlakes Xtreme**

This item was moved to the end of the meeting.

**Awayday Feedback**

Documents reviewed and Improvement Plan approved. Recommendation from Panel on A5: any applicant can only return on one occasion to Panel or Board, agreed by Board.

Action: CDT/JB

**Investment Loan Policy**

Deferred to next meeting

Action:JB

## 5. Copeland Flood Relief Fund

EW thanked the fund for the donation on behalf of the constituents of her ward. Following the flooding in August 2012 the board agreed by email to donate £50,000 to establish the Copeland Flood Recovery Fund 2012. The priorities for the fund are: Primary purpose: Individuals and families suffering financial hardship and secondary purpose: community relief and 'rebuilding' projects. An overview of the Fund was distributed at the meeting. Cumbria Community Foundation are managing the fund.

The Board discussed the administration fee to Cumbria Community Foundation. It was noted that the 10% fee would mean that only £45,000 would be available, the board agreed to increase the donation to be £50,000 plus the administration fee, if required. The Board to review this at future meetings.

It was also agreed to look at how such an emergency fund could be managed internally by the Copeland Community Fund in the future. An options paper to be produced for a future Board meeting.

Action:CDT

## 6. Finance

The Board reviewed and noted the budget sheet. Team to contact those at enquiry stage to confirm whether applications will still go ahead.

Action:KE

RST submitted their annual activity summary. This was discussed and noted.

Drigg & Carlton annual grant has been paid for 2012/13 and a monitoring report produced. The board asked for this monitoring report and the Parish plan to be brought before the next Board.

Action: RST/JB

Shared application form and procedure for projects coming to both CCF and BEC to be drafted by RST by the 5 Oct 2012.

Action:RST

## 7. Large Grant Requests

7.1 Organisation/Project	Amount Requested
Cumbria County Council Viking Way – Seascale to Gosforth Multi-user Route	£248,185.60 Capital
<b>Decision</b> <b>Deferred to next Board</b> <ul style="list-style-type: none"><li>• There was concern over how this worked with the Sellafield Transport Plan, re: benefits and need for cycle path linked to their plan and what opportunities for any resource from this plan.</li><li>• There was clarity required over outcomes, eg. User details – children, visitors, employees using as a route to work; skills development – what skills will be developed.</li><li>• There was concern over the match funding levels and how much the fund was being asked for. Fund needs to be last resort.</li></ul>	

The Board agreed for CDT to work with applicants.

<b>7.2 Organisation/Project</b>	<b>Amount Requested</b>
<b>Egremont and Area Regen Partnership Florence Mine Centre</b>	£199,000 over 4 years revenue
<b>Decision</b> <b>Approved £50,000 for year 1 with the following conditions</b> <ul style="list-style-type: none"> <li>• Satisfactory outreach and audience plans are submitted</li> <li>• Social Enterprises should be read as enterprises</li> <li>• Further funding may be available for future years following satisfactory reports on year 1 and evidence of future match funding.</li> </ul>	

<b>7.3 Organisation/Project</b>	<b>Amount Requested</b>
<b>Home to Work Skills for you</b>	£110,210 over 3 years revenue
<b>Decision</b> <b>Declined</b> <p>There were concerns highlighted in the appraisal on a number of issues:</p> <ul style="list-style-type: none"> <li>• Evidence of Match Funding</li> <li>• Evidence of signed premises lease agreement</li> <li>• Evidence of agreement with Lakes College to provide accredited training</li> <li>• Income projections not included in the budget</li> <li>• No rationale for the apportionment of premises and management costs</li> <li>• No target for job creation numbers</li> <li>• The use of evaluation and specific milestones would be required to monitor the effectiveness of activities and progress towards financial sustainability</li> </ul> <p>There were also concerns around poor evidence of need, lack of clarity over how it would work (ie get people into work) and duplication with other projects.</p> <p>The Board declined after a full discussion and taking full notice of the appraisal concerns.</p>	

<b>7.4 Organisation/Project</b>	<b>Amount Requested</b>
<b>Whitehaven Harbour Marina Enhancement Scheme</b>	£185,000 Grant £185,000 Loan Capital
<b>Decision</b> <b>Approved £185,000 grant</b> <b>Approved £185,000 loan at cost</b> (ie. The equivalent interest that would have been received by CCC on CCF resources to be paid by the applicant) <p>Subject to the following conditions:</p> <ul style="list-style-type: none"> <li>• Co-ordinated approach to publicity</li> <li>• Confirmation of loan interest rate % provided by CCC</li> </ul>	

NB: BH and JB to discuss with Energy Coast regarding project press release on their project funding decisions when not all other funding decisions, particularly CCF, have not been made.

## 8. **Forward Planning**

JB put forward a proposal to use some of the youth Commissioning pot for a youth engagement post with match funding from CBC for a three year project.

This was agreed by the board with the following conditions:

- A presentation from the youth council at the end of the first year.
- Formal application and appraisal to be taken to the panel.

Action: CBC to submit application

## 9. **Any other Business**

### 9.1 Almshouses, Ulpha

There was a short discussion on the project intention, being Phase 2 of an upgrading programme to 10 houses in Ulpha.

The Board agreed Phase 2 is not appropriate to this fund.

### 9.2 Phoenix Enterprise Centre – Access Copeland

This project was approved in February 2012 with a grant of £168,273. The Board were informed that since then they have been unable to secure all the match funding to proceed with a three year project. They have proposed reducing the time scale to two years but have asked the Fund to still fund the full £168,273 out of a new total of £262,000. This would give a grant rate of 64%.

Decision: The Board did not support the project request.

The Board did agree that the Pilot did provide a good project for residents and agreed that the applicant should consider the following:

- Reducing the ask of CCF to 40% of the total cost for a 2 year revised project;
- Submit an amended project plan for the two years to include reduced outcomes;
- To return to the Board for decision.

### 9.3 FLAG loan

The board declined the verbal request to increase the loan.

### 9.4 Kendal Arts International

The Copeland Community Fund approved £108,000 total project costs towards the "lakes alive" project in March 2012. It was subject to yearly conditions before future years would be released. However Kendal Arts international require confirmation of match funding for year 2 to enable Arts Council to release funds for year 2. This meeting is in October 2012.

Decision

Approved funding for year 2 subject to satisfactory monitoring and spend.

Action: KE to send confirmation letter

### 9.5 Cumbria Community Foundation – Winter Warmth Fund

The fund was asked to consider contributing towards the CCF winter warmth fund.

Decision: Declined

The Board felt

- This would displace other funds in the area;
- It does not meet standard criteria of fund as it is targeted at individuals.

Action: KE to send letter

## 9.6 Copeland Sports Awards

Although CCF are not sponsoring an award this year, CCF have been offered 4 complimentary tickets. PR asked if these could be given to a sports group that the fund has worked with. The Board agreed this.

### Westlakes Xtreme

Organisation/Project	Amount Outstanding
Regen NE Copeland Ltd West Lakes Xtreme	£157,173 revenue
<p>Presentation given on investment options given by Sarah Mitchell (CBC) and Andy McNay (Venture Xtreme)</p> <p>The Board had agreed to support the remaining £157,173 development grant request to assist the project in receiving Regional Growth Fund. However this RGF grant bid was unsuccessful.</p> <p>The board is supportive of the project but wants to be clear what it is giving for.</p> <p>The Board were reminded of the detail of the grant spend in the original application. This spend will provide the outputs to enable the project to be ready to bid for capital resources in March 2013.</p> <p><b>Decision</b> <b>Approved £157,173 Development grant subject to special conditions</b></p> <ul style="list-style-type: none"><li>• The Board wants a presence on the project board (not stakeholder board), MS volunteered to take this role.</li><li>• Report on progress to be made to this board by January 2013</li><li>• Clarity on the detailed milestones for<ul style="list-style-type: none"><li>○ March 2013</li><li>○ Progress report 2013</li></ul></li><li>• The Board continue to be interested in investment options with the project and wish to investigate this further</li></ul>	

## 10. Date of next meeting

Thursday 22 November 2012 at 10.00am, Carlisle Spedding Room, The Copeland Centre

Away Day follow up: Thursday 22 November 2012 at 12.30pm- 4pm, Carlisle Spedding Room, The Copeland Centre (Lunch Provided)