

Copeland Community Fund Project Board
Notes of the Meeting held on 27 March 2013 Nicholson Room, Copeland Centre

Present:

Councillor T Knowles (CCC) (Chair)
Mr B Hough (NDA)
Councillor E Woodburn (CBC)
Councillor D Moore (CBC)
Mr M Shields (Independent Member)
Mr S McClure (Independent Member)

In Attendance: S Bramwell (CCC); J Betteridge (CBC); P Ratcliffe (Community Development Worker), H Askew (Community Development Team Leader), K Elliott (Grants Officer), G Douglas-Brown (Community Development Worker)

1. **Apologies for absence**

Councillor A Markley (CCC)

2. **Disclosures of interest**

Westlakes Xtreme – Tim Knowles (professional)
NCL Pool Extension – Elaine Woodburn (professional)
- David Moore (professional)

3. **Notes of last meeting, 22 November 2012**

Approved

4. **Actions from Previous Meeting**

4.1 **Egremont Mine Collapse Relief Fund**

HA presented the summary report showing an overview of activity and spend in assisting residents affected by the Mine Collapse. The Board:

- Noted the activity and total spend of £20,208 to assist residents directly affected;
- Agreed the re-imburement of £16,335 to Copeland Borough Council to meet the spend not met by the Council's homelessness duty but offered to support residents during their temporary removal from their homes for safety reasons.
- Agreed the balance of £8,775 from original offer of £25,000 to be released back into the Fund

EW asked that her thanks be noted.

4.2 **Copeland Coastal Programme**

At the February 2013 Board meeting there was an application from Copeland Coastal Partnership programme. The board deferred a decision and asked the applicant to provide further information. Subsequent to the Board Meeting, the applicant received notification that they had been unsuccessful in their application to the Coastal Communities Fund. The applicant did review the overall programme but has at this time withdrawn the application to Copeland Community Fund for the overall programme. They hope to make individual applications (small grants) for a reduced number of projects in the near future This was noted by the Board.

4.3 Whitehaven Foyer

At the Board meeting on 22 November 2012, the application for the Whitehaven Foyer project was approved in full for the design & permissions and approved in principle for the construction phase. The applicant submitted a report on the impact of welfare reforms on the Foyer project which was sent out with the Board papers. The applicant also requested a variation to the intervention rate and timescales of the design and permissions phase of the project.

- The Board agreed the impact of welfare reforms report met the information requirement.
- The Board gave full approval for the construction phase of the project subject to the still outstanding previously listed conditions:
 - Business plan to be submitted, that shows the impact of planned welfare reforms, before construction phase funding will be fully approved.
 - Confirmation of Match Funding. (For design & permissions phase, then for construction phase)
 - Prior to the issue of any offer the applicant to meet with a member of the Copeland Community Development Team to revise the funding and expenditure profile.
 - Copeland community Fund to be notified of the independent estimated end value to enable them to decide on the percentage of 'after value' they are to receive should the building be sold in the future.
 - Confirmation that an access agreement is in place.
 - Confirmation of planning permission and listed building consent.
- Board approved the variation request for the design and permissions phase, with standard conditions.

Design and Permissions Phase

Cost: £108,200

CCF Grant: £36,380

CCF Grant Rate: 33.62%

Construction - Young Peoples Flats

Cost: £1,415,752

CCF Grant: £548,274

CCF Grant Rate: 38.73%

Construction - Main Building

Costs £1,201,974

CCF Grant: £415,346

CCF Grant Rate: 34.56%

5. **Copeland Flood Relief Fund**

HA gave an update on the grants given from the Copeland Flood Relief Fund to date. As at the 15 March 2013 there had been 67 applications, 63 have been successful, 4 rejected. The total amount awarded has been £34,545.

The Board noted the current level of the fund.

6. Finance

6.1 Finance Report

HA presented the finance report. The Board

- Agreed the outline team Budget of £155,023 for year 13/14
- Agreed an Enabling Fund of £30,000 for year 13/14
- Noted the full amounts of committed spend from each fund pot
- Agreed the breakdown of funding to each grant area for the year 13/14
 - Small: £500,000
 - Large: £799,477 (being the balance after small grants allocation and fund costs.) The Board reserve the right to use funds from the initial endowment to increase this allocation.

6.2 Audit Report and Action Plan

The Board reviewed and agreed the plan.

6.3 Audit Action Plan progress

The Board reviewed the action plan progress.

6.4 Audit Committee for Fund

Board agreed that there should be an audit committee for the Fund with a representative from Copeland Borough Council, Cumbria County Council and one independent. The committee is to be chaired by the independent member and to be reported back to the main board following its meetings. Members will be elected at the May Board meeting and will agree final terms of reference for this sub group at the first meeting.

7 Amendments/Variations to Projects

7.1 Egremont Rugby League Club: Main Pitch

In November 2012 the Board approved a request from Egremont Rugby League Club for funding of the Main Pitch phase of a multi-phase project. The Request (as per the application) was for £112k of a £288k total.

Unfortunately the match funding application to Sport England for £50k was unsuccessful. The applicant is able to re-apply to Sport England, and expects a decision in September 2013.

So as not to lose an additional playing season (due to the nature of the growing season required for new sports pitches) whilst waiting for the Sport England decision, the applicant has requested a variation. The applicant has separated Project 1 into Phase 1 (to include pitch and grandstand redevelopments) and Phase 1a (New Floodlights). The applicant is asking that Copeland Community Fund split its grant offer between these two phases. I.e. the offer will be for two separate grants.

If the variation request is approved then the total grant amount will be reduced from £112,000 to £105,119.

- The board approved the variation request for the main pitch redevelopment to be moved into a two phase project with two separate grants. This was on the condition that there is not a substantial reduction of outputs.

Phase 1

Total Cost: £221,397

CCF Grant: £88,559

CCF Grant Rate: 40%

Phase 1a

Total Costs: £66,240

CCF Grant: £16,560

CCF Grant Rate: 25%

7.2 NCL Pool Extension

At the June 2012 Board meeting the Board approved a £300,000 grant towards the Copeland Pool Extension project.

To date NCL have been unable to clarify the State Aid position or the confirmation of having a loan in place. The Board was informed that the Council is looking to fund the gap through its capital programme in 2013/14 so no loan will be required.

The variation request is for:

1. Change of ownership of the project from North Country Leisure (NCL) to Copeland Borough Council (CBC).
2. Change in budget of the project leading to an increase of the grant rate from 40% to a maximum of 47.4%. (The grant amount remains at £300,000) This grant rate increase is in line with a reduction in total spend due to VAT payment reductions.

The Board agreed:

- Change of Ownership of the project to Copeland Borough Council
- Increase in grant rate to a maximum of 47.4%,
- Confirmed grant of £300,000
- Subject to clarification on State Aid position
- Subject to evidence of match funding
- Subject to applicant to ensure that systems are in place to monitor the number of beneficiaries, i.e. not attendances.

7.3 Whitehaven Harbour Commissioners

In September 2012 the Board approved a grant and Loan to the Whitehaven Harbour Commissioners for the Marina Enhancement Scheme.

The overall costs of the project have increased, the applicant has found the funding to match this increase from other sources, so is not asking this fund for any further funds.

The Board approved the variation in the grant rate and noted the changes to the projects costs and funding package. This was subject to a satisfactory explanation as to why the costs have increased so much.

Total Cost: £1,173,335

CCF Grant: £185,000

CCF Grant Rate: 15.77%

CCF Loan: £185,000

8. Grant Requests not meeting required score

8.1 Organisation/Project	Amount Requested
Moore Arts Millom	£116,018 Revenue
Decision Declined due to: The application scored 38% and therefore is not eligible for a grant. The Board recognised the good youth engagement work undertaken by Moore Arts Millom.	

9. Governance

9.1 Independent Board Members – appointment

HA gave an update on the recruitment process. There have been 9 enquiries and 2 applications to date.

10. Report from Community Development Team (Information report, questions by exception) Including Variation report

10.1 Variation: St Bees Priory: Old College Hall

Variation noted by the Board

10.2 Variation: Egremont Cricket Club

Variation notes by the Board

10.3 Communications Report

Board noted the communications report and discussed the possibility of increasing the publicity for the Fund.

11. Report on Away Day follow up session and Theme/Priority Discussion

11.1 Key Actions from away day session

All key actions were noted.

11.2 Theme/Priority discussion paper

A discussion was undertaken around revision of the funds themes and whether the Board wished to set priorities for the coming year. Following the discussion, the Board decided they needed further time to reflect on the themes and future priorities. Further discussion will take place at the next meeting.

12. **West Lakes Xtreme Project Update**

The project was due to finish on 15 March 2013, due to the delays stated in the project update Regen NE Copeland would like to extend the end of the project to 20 June 2013.

- Board agreed variation to change of end date to 30 June 2013.

The Chair thanked Michael for his time on the Westlakes Xtreme Project Board.

13. **AOB**

Egremont Cricket Club

Board have been invited to the opening on 23 April 2013.

Rosehill

Rosehill will receive the Arts Council funding decision in June 2013 and have asked if a member of the CCF Board would like to oversee the Rosehill Board. TK volunteered and Board agreed nomination.

Haig

A verbal update on the HLF capital grant was provided, highlighting that the HLF have met the capital funding gap for the Haig project.

Thanks

The Chair thanked Michael and Steve for their time on the Board and their great contribution to the success of this organisation.

Co-operation agreement

The Board agreed that they would like to make certain updates/variations to the original co-operation agreement. HA to send original agreement along with suggested variations for discussion by email.

Action: HA

14. **Date of next meeting**

Wednesday 22 May 2013 at 3pm for Annual meeting followed by the Board meeting at 3.30pm, the Nicholson Room at the Copeland Centre.