

Copeland Community Fund Project Board
Notes of the Meeting held 23 March 2016, Lowther Room Copeland Centre

Present:

Mr John Rowlands (Independent Member) (Chair)
Brian Hough (NDA)
Councillor Tim Knowles (CCC)
Councillor David Moore (CBC)
David Southward (CCC)
Councillor Lena Hogg (CBC)

In Attendance:

Julie Betteridge (CBC), Emma Moynihan (Community Fund Manager), Liz Watson (CCC), Gillian Elliot (CCC), Kimberley Young (Grants Officer), Paula Ratcliffe (Community Development Worker) – for item 6, Helen Conway (Community Development Worker) – for item 6

1. Apologies for absence

Mike Starkie Directly Elected Mayor (CBC) substituted by Cllr Lena Hogg
Alec Haggart (Independent Member) – email comments on grant requests received and considered at the meeting

2. Disclosures of interest

Item 6.4 – Copeland Work and Skills Partnership - Julie Betteridge (CBC), Councillor David Moore (CBC), Councillor Lena Hogg (CBC) as CBC is the Applicant for this project.

3. Notes of last meeting, 10 February 2016

Approved.

4. Actions from Previous Meeting

4.1 Item 4.1 The Fund Manager and team will be reviewing the existing commissioned Youth support across Copeland. This information will be shared with the board in May.

Action: EM

4.2 Item 4.2 Existing output list to be checked in readiness for the March 2016 Board meeting. This has been reviewed and will be brought to the board in May.

Action: EM

4.3 Item 5.2 NDA Income of £1.5m has now been received.

4.4 Item 6.3 Support from CBC and CCC for Rosehill Theatre. EM confirmed that after meeting with the applicant this support is not needed as the applicant has a number of consultants involved in the project. EM reported that the applicant understands position of the Fund in viewing VAT return as extra income and are restructuring their finance. EM to continue to work with applicant on this.

4.5 Item 6.4 Haig Mining Museum Martin, as Accountable Body representative, has received an email from the liquidators suggesting there may be a lifeline for the site in the form of short term office space local letting. An update will be provided when available.

Action: MA

5. Finance

5.1 Finance Report (including current applications)

The Board noted the report and current financial position using the new reports generated by GIFTS online. EM advised that the team budget is being finalised with the CBC finance team and will be updated for the May Board.

The board noted the current underspend on development grants. EM suggested that the underspend be used to develop a sport strategy. The Board were in support of this approach. Further discussions are to be had at the May Board meeting.

6. Large Grant Requests

6.1 Organisation/Project	Amount Requested
Wasdale Mountain Rescue: Mountain Rescue Team New Base	£218,146.00
Decision Board welcomed the community outreach element of the project and approved £218,146.00 subject to the following conditions: <ul style="list-style-type: none">• At least 2 members of the team to attend a managing your grant workshop.• Applicant to provide a copy of the signed lease agreement for the land.• Applicant to comply with the procurement table stipulated in the Guidance Note and keep appropriate evidence which will be checked at monitoring.• Applicant to provide a copy of minutes approving the contribution from Wasdale Mountain Rescue Team.• CDT to ensure SMART objectives are provided to be included in the GAS	

6.2 Organisation/Project	Amount Requested
West Cumbria Domestic Violence: The Freedom Project	£87,779.00
Decision Board approved £87,779.00 subject to the following conditions: <ul style="list-style-type: none">• Applicant to provide a copy of the match funding from the Small Donation (minutes approving the use of) prior to the release of an offer letter.• A staggered GAS is utilised to allow the release of funding for the first year, with evidence of Match Funding for years 2 and 3 of the project to be in place prior to the release of funding for these years. Applicant to provide a copy of the match funding from the following funders once, and if, confirmation received<ul style="list-style-type: none">○ NMP Fund○ Awards for All○ Children in Need○ Lloyds Foundation○ CFM Cash for Kids○ Police and Crime Commissioner• Applicant to provide a copy of the evaluation undertaken by Tudor Trust once completed	

6.3 Organisation/Project	Amount Requested
Whitehaven Amateurs Football Club: Whitehaven AFC - 3G Pitch Refurbishment	£57,687.36
<p>Decision Board approved £57,687.36 subject to the following conditions:</p> <ul style="list-style-type: none"> • Meeting to be held with applicant and Accountable Body to ensure the financial management of the project meets requirements for both parties to be held prior to 15 April 2016 (provisional date of 17 March). • Evidence of ability to cash flow and the underwriting of the final retention sum to be provided prior to project start. • Payment schedule to be considered on the basis of 50% / 40% / 10% payments. • Latest Annual Accounts (2015) to be provided prior to project start. • Evidence of procurement is to be submitted when available. It will be checked at monitoring to ensure that value for money was achieved. • Written confirmation of match funding (Football Foundation and Applicant Contribution) to be submitted prior to payment of any grant. • Applicant to provide evidence that the sinking fund has been established. • Applicant to provide CCF Board with copies of the annual reports sent to the Football Foundation if requested. • Applicant to acknowledge that due to the existence of the sinking fund for the 3G pitch, no further funding will be allocated from the Copeland Fund to Whitehaven AFC for future pitch upgrades 	

6.4 Organisation/Project	Amount Requested
Copeland Work and Skills Partnership: Copeland Work & Skills Programme	£92,217.00
<p>Decision Board approved £92,217.00 under the priority theme subject to the following conditions:</p> <ul style="list-style-type: none"> • Full Evaluation of current Partnership to be made available to the Board prior to the Project start. • Progress report following Year 1 of the project to be made available to the Board prior to the payment of the Year 2 grant. • Written confirmation of match funding to be provided prior to the Project start. • Programme Manager Position to be advertised on an external basis to allow equal opportunities to all appropriate candidates. • A full evaluation of this project to be completed prior to any further applications for work and skills partnership working to the Fund. 	

7. Project Updates

7.1 RAG Report

The Board noted the RAG report.

Egremont Pool

David Southward updated the Board on the current position with the Pool. From Thursday 24 March the Pool will be closed after being placed into voluntary liquidation. The Board noted that the applicant is considerably behind with their progress reporting. After some discussion the Board agreed that no further grant instalment would be made to the project.

Millom Stepping Stones variation

Board agreed to:

- Extension to the End Date from 31 January 2016 to 31 January 2017
- Reduction of Final Grant Payment by £3,735.70 (underspend)
- CCF to retain the amount for the retention fee of £4,246.73 until this is defrayed
- Change the Budget Headings to match the total spend

8. Grant Requests not meeting required score

None

9. Report from Fund Team

EM presented an updated CCF work pipeline for Community Development Work. The Board noted the update.

10. Meeting dates for 2016-17

Noted

11. Any Other Business

11.1 Friday Night Project

Helen Conway returned to the meeting to present the proposal from Inspira for the Friday Night Project. Board were asked if a further application with an approximate total project cost of £293,000 would be considered by the Fund. Board agreed to the applicant submitting an application form for consideration.

11.2 Viking Way

A response has now been received which was discussed by Board members. The Board were concerned with part of the letter which mentioned duplicate funding and asked that a response be sent.

EM to circulate details of the project to Board members.

Action: **EM**

11.3 Action Plans

A copy of the CCF Sport Strategic Plan and CCF Strategy for Commissioning Youth Work was distributed at the meeting along with maps. Board were asked to look at for discussion at the May meeting.

Action: **Board Members**

11.4 Brokerage Scheme

The Team are currently drafting an options paper for the May Board on what opportunities the team see regarding building capacity/independence for the local community. The legacy of the United Utilities event offers an opportunity for the Fund to engage actively with and will be included in the options paper.

Action: **CDT**

12. Date of next meeting

Wednesday 25 May 2016 at 14.00 at Romar.