

Copeland Community Fund Project Board
Notes of the Meeting held on 22 July 2015 Lowther Room, The Copeland Centre

Present:

Mr John Rowlands (Independent Member) (Chair)
Councillor Tim Knowles (CCC)
Councillor David Moore (CBC)
Mr Brian Hough (NDA)
Mr Paul Walker (CBC) – proxy for Mike Starkie
Councillor Frank Morgan (CCC) – joined the meeting at item 7.3 - proxy for David Southward

In Attendance:

Martin Allman (CCC); Sam Bramwell (CCC); Gillian Elliott (CCC); Julie Betteridge (CBC), Kimberley Young (Grants Officer), Gill McAllister (Community Development Team Manager); Paula Ratcliffe (Community Development Worker) – left the meeting at item 10; Helen Conway (Community Development Worker) – left the meeting at item 10

1. **Apologies for absence**

Councillor David Southward (CCC)
Mr Mike Starkie (CBC)

2. **Disclosures of interest**

None.

3. **Notes of last meeting, 3 June 2015**

Approved.

4. **Actions from Previous Meeting**

4. **Additional Independent Board Members**

This is currently going through the process of being ratified by the three partners, before it can be implemented. CBC have ratified. NDA have now ratified. CCC – a paper will now go to July 2015 cabinet meeting.

Action: MA

10. **Independent Board Members Recruitment Process**

Team Leader to arrange dates and interview process – currently awaiting confirmation from CCC and looking at potential dates for interviews

5. **Finance**

5.1 **Finance Report (including current applications)**

Gill presented the finance report and highlighted the increased small grant demand.

The Board noted the current financial position. The Board agreed for a review of allocations to be added to the away day agenda, as needed.

6. Project Updates

6.1 R.A.G Project Status Report

The Board noted the report.

Viking Way – the Board reconfirmed that information is required from the applicant by 31 August 2015 to be brought to the September Board.

6.2 Friends of Kie Park Variation

The Board discussed the variation paper and agreed to:

- Increase in grant to 40% of total project to £96,420.14
- Remaining funding to be secured for the full project or the scope of the project to be reduced by 31 December 2015. After that date the Copeland Community Fund Board will require a full update
- Original special conditions to remain

6.3 Millom Stepping Stones Variation

The Board discussed the variation paper and agreed to:

- Increase in grant to £62,641.82 to replace nursery canopy

6.4 Wasdale Visitor Management Update

The Board were given an update on the project progress to date and made aware that an application would be coming to the Fund for around £600k in November 2016.

7. Grant Requests

7.1 Organisation/Project	Amount Requested
Environment Agency: Skirting Beck and Whangs Beck Flood Risk Management Scheme, Egremont	£600,000.00
Decision Board approved £600,000.00 subject to the following special conditions: <ul style="list-style-type: none">• Evidence of procurement to be checked at monitoring;• Partners will continue to investigate other sources of potential funding so as to reduce the commitment of CCF where possible;• Revised funding and expenditure table provided;• Final costs and funding package agreed with CDT for population of GAS.• Evidence of planning permission to be received prior to the first payment of grant;• Evidence of all match funding being in place required prior to the start of the project;• Any publicity about the scheme and its funding should be agreed by CCF in advance;• Community Development Team to ensure that any reference to this grant being given under De Minimis is removed from any offer.• Board agreed that the applicant cannot return to the Fund if costs increase	

7.2 Organisation/Project	Amount Requested
Hensingham Amateur Rugby League Club: Clubhouse and Changing Rooms upgrade	£71,400.00
Decision Board approved £71,400.00 subject to the following special conditions:	

- Written confirmation of match funding to be provided prior to the release of any grant payment.
- Copy of Building Control Permission to be provided prior to the release of any grant payment.
- Copy of the signed lease to be provided prior to the release of any grant payment.

7.3 Organisation/Project	Amount Requested
Howgill Family Centre: Grow Our Own	£31,142.08
Decision Board approved £31,142.08 subject to the following special conditions: <ul style="list-style-type: none"> • Milestones for the second year of the project are to be provided at the end of Year One. • A copy of the final evaluation and test results should be submitted to the Copeland Board when available. • Evidence of match funding submitted prior to the start of the project 	

8. Grant Requests not meeting required score

8.1 Organisation/Project	Amount Requested
Egremont and Area Regeneration Partnership Ltd: Developing the arts from our heritage and exploring heritage through the arts	£120,000.00
Decision Board approved £60,000.00 subject to the following special conditions: <ul style="list-style-type: none"> • The project period be limited to a maximum of 18 months • The Board agreed that any additional funds will be reviewed after the initial 18 month period. Any subsequent application will be dependent upon: A full application, full evaluation of this project being undertaken which can demonstrate significant progress towards financial sustainability (figures to be agreed within the GAS), any Progress Reports submitted being satisfactory; and the annual monitoring visit that is undertaken being satisfactory. • Costs to be finalised with the applicant when agreeing the GAS • Funding package to be finalised with the applicant when agreeing the GAS 	

9. Report from Community Development Team

Board noted the Communications Report, the Team Update and Annual Plan.

The Board were keen for the team to stress to applicants the importance of mentioning the Fund in all press releases. It was noted that the majority of groups do mention the Fund but this is not always printed. BH to investigate.

Action: BH

10. Independent Board Members Recruitment Process

Tim Knowles, Brian Hough and David Moore are to be on the interview panel. All to let Kimberley know their availability for the Independent interviews.

Action: TK, BH, DM

11. Any Other Business

Away Day

The Board away day will take place on 16 September, venue and agenda items to be confirmed.

Five Year Celebration Event

The Celebration is to take place on 16 October at The Beacon.

NDA Socioeconomic Policy

It was agreed to add this to the Board Away Day Agenda for discussion.

Whitehaven Campus Proposal

At the June Board Meeting the Board agreed the following:

The Board agreed to commit in principle up to £5 million of gap funding as proposed by DS to support the sport and leisure facilities at the Campus and at Whitehaven Sports Centre subject to:

- Application to the Fund with full business case
- Identification of possible pay back structures in relation to some or all of the £5 million to be discussed at the next Board meeting.

Due to the size of the grant, this needs the full agreement of all three parties: NDA, CBC and CCC in line with the co-operation agreement.

Action: CCC, CBC, NDA

The Board considered a due diligence report on the project application provided by the RST. This was considered by the Board in line with the previous recommendation.

GE and JB presented information to the Board in response to the request to identify possible pay back structures. This was discussed by the Board.

After some discussion the Board agreed that the recommendation from the June meeting still applied:

The Board agreed to commit in principle up to £5 million of gap funding to support the sport and leisure facilities at the Campus and at Whitehaven Sports Centre subject to:

- A full business case to be submitted to the Fund when available, anticipated by September 2016
- Identification of possible pay back structures in relation to some or all of the £5 million to be discussed at a future Board meeting when further detail about figures is available.
- A programme of works for the next year was requested by the Board so it was clear what happens when.
- The project will provide regular updates to the Board on progress. The Board agreed to a representative from the Fund Board to be on the Campus Board. Representative to be agreed at the Board away day.

12. Date of next meeting

Wednesday 30 September 2015 at 14.00, Lowther Room, The Copeland Centre