

Capital Grants Programme Grant Decisions	11th September 2018
To: The Leisure and Development Committee For Decision	

Linkage to Council Strategy (2015-19)	
Strategic Theme	Resilient, Healthy and Engaged Communities
Outcome	Develop and promote stable and cohesive communities
Lead Officer	Funding Unit Manager
Cost: (If applicable)	Included in Budget

The purpose of this report is to recommend grant decisions for the Capital Grants Programme 2018-19.

Background

In November 2017 Council agreed that both a Large Capital Grant Programme and a Minor Capital Grant programme would operate in 2018-19 with a combined budget of £750k. No budget breakdown between the two programmes was agreed.

4 Grant information roadshows were held in December 2017 and information, guidance and support was provided to potential applicants.

Large Capital Grants Applications

The Capital Grants Fund is available to local sports and community organisations who wish to request support towards the development of new, or the enhancement of existing facilities to meet unmet need. It seeks to support external infrastructure projects that are aligned to Council's aims and objectives and that require additional capital funding to achieve completion.

As with the process agreed for the 2017 – 18 round, the **Large Capital grant** programme was launched with two stages:

Stage 1: Pre-application discussions and submission of an expression of interest (submission deadline was 14 March 2018).

Stage 2: Submission of Outline Business Case from successful Expressions of Interest (deadline for submission is notified as 27 July 2018).

A positive decision on eligibility and invitation to submit a business case is not a guarantee of an award of grant.

Maximum award values and percentage grants available are as follows:

Scale of Project	Max Award%	Max Award Value
£30,000 - £100,000	80%	£80,000
£100,001 - £200,000	60%	£120,000
£200,001 - over	50%	£500,000

9 x Expressions of Interest were received before the 14th March 2018 deadline.

The Grant Assessment Panel of relevant officers assessed the Expressions of Interest against the advertised eligibility criteria (**Annex A**).

Applicant	Project Value	Amount Requested	Project Description
Cuchullains Dunloy GAC	£285,324	£142,662	Outdoor 3G floodlit training area
Corrymeela Community*	£477,000	£148,500	Upgrade to sewage system.
Coleraine FC*	£420,000	£200,000	Convert main pitch to 3G
Derry GAA*	£325,200	£189,700	Conversion of grass training area to floodlit sand matters pitch and hard standing
Glens Youth Club*	£870,000	£435,000	120m x 70m floodlit training area and 2 team changing pavilion
Eoghan Rua GAC	£489,900,000	£244,950	Floodlit sand matters pitch
Limavady Community Development Initiative*	£200,000	£120,000	Building extension: large hall, ancillary facilities, multipurpose covered area
St Canices GAC*	£396,000	£196,000	2 team changing pavilion
Cloughmills GAC	£42,000	£33,600	Resurface entrance to club
Total Amount Requested:		£1,710,412	

Key: Shortlisted projects are marked with*

Having assessed the applications against the eligibility criteria the Assessment Panel recommend the following:

Applicant	Eligible Yes/No	If No: Criteria Failed	Notes
Cuchullains Dunloy GAC	No	3	The project risks displacement of activity at other similar facilities within a reasonable drive time.
Corrymeela Community	Yes		OBC needs to centre on what need will be left unmet if the facility closes rather than making unsupported claims about future use.
Coleraine FC	Yes		OBC needs to take account of the following: - Range of options needs expanded.

			<ul style="list-style-type: none"> - Community user groups need considered - Dedicated time for community use/non club use needs included in OBC. <p>Objectives need to be SMART.</p> <p>OBC needs to make better links to Council's strategies.</p>
Derry GAA	Yes		<p>The business case should demonstrate how the local teams and clubs will have access.</p> <p>Greater clarity required around the prioritisation of female participation in sports.</p> <p>Shortfall in partnership funding needs addressed in OBC.</p> <p>Element 9, concrete standing area would be a low priority. OBC needs an option with this removed.</p>
Glens Youth Club	Yes		<p>More detail required for OBC stage re. alignment to Council's strategies.</p> <p>Demonstrates a strong partnership approach from within the local community as evidenced by the capital sources of partnership funding being brought to the table.</p>
Eoghan Rua GAC	No	3 & 4	<p>The introduction of a new grass pitch at the club is not consistent with the Council's strategy and would not add any additional value outside the club.</p>
Limavady Community Development Initiative	Yes		<p>Can meet all 7 ideal standards in the Community Facilities Framework: accessibility, price, shared and neutral, distance to people etc.</p>
St Canices GAC	Yes		<p>There is spare changing capacity at Council's facility at Curragh Road. This pitch is mostly used for training and changing is unlikely to be a limiting factor.</p> <p>The OBC needs to consider an option to construct a toilet block rather than a changing pavilion on the site.</p>
St Brigids Cloughmills GAC	No	3 & 4	<p>Resurfacing the entrance areas does not demonstrate a strategic fit between this project and Council's policies.</p>

The potential total grant request for all the eligible schemes is detailed in the table below:

Applicant	Amount Requested
Corrymeela Community*	£148,500
Coleraine FC*	£200,000
Derry GAA*	£189,700
Glens Youth Club*	£435,000

Limavady Community Development Initiative*	£120,000
St Canices GAC*	£196,000
Total Amount Requested by Eligible Schemes	£1,289,200

Given the scale of the total amount requested by eligible schemes at circa £1.3m verses the available budget of £750,000, combined with the requests through the Minor Capital Grants Programme it is clear that a number of options need to be considered:

- Reduce the scale of the projects via the consideration of lower cost options in the OBCs,
- Reduce the number of projects by only funding those with the greatest strategic relevance to Council's policies,
- Carry forward this year's applications to business case stage and use some/all of next year's budget to fund any projects that score highly in the final assessment process; or
- A combination of the above.

It would be wasteful of the applicant's (mostly volunteer) resources for Council to commission business cases for all these projects while knowing that their total value almost doubles the available budget.

Minor Capital Grants Applications

The Minor Capital Grant Fund will offer support to the Community and Voluntary Sector within the Causeway Coast and Glens Borough Council area, to develop and improve the infrastructure of community premises. Financial assistance of between £5,000 and £30,000 is available to make small scale improvements to existing community owned premises. The project aims to assist organisations providing facilities for community use to become self-sustaining and offer enhanced community services.

The Minor Capital Grant programme was managed via a one stage process with applicants submitting a short business case using a template supplied by Council. The closing date for completed business cases was 30 March 2018. Awards via the Minor Capital Grants Programme are available between £5,000 and £30,000 (excluding VAT) at a maximum of 75% of eligible project costs.

6 business cases were received in advance of the 30th March 2018 closing date.

Applicant	Project Value	Amount Requested	Project Description
Limavady Recreation Grounds	£24,126	£12,500	Floodlights to bowling green, tennis courts and car park.
Ballymoney Bowling Club	£28,650	£21,487.50	Disability access and lighting to bowling green.
Ballybrakes Community Indoor Bowling Club	£29,610	£22,207.50	Replacement lighting and heating.
Milburn Community Association	£13,957.56	£10,468.17	Extension to kitchen & fit out.
Bridges Christian Fellowship	£30,000	£22,000	Purchase and installation of lift to existing building.

Glor Leim an Mhadaidh	£545,202	£30,000	Refurbishment of kitchen, sound and lighting system as part of a large restoration project
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Applicants were first assessed against the eligibility criteria as detailed at **Annex B**. After this initial assessment officers recommended the following eligibility outcomes:

Applicant	Eligible Yes/No	If No: Criteria failed	Notes
Limavady Recreation Grounds	Yes		n/a
Ballymoney Bowling Club	Yes		n/a
Ballybrakes Community Indoor Bowling Club	Yes		n/a
Milburn Community Association	Yes		n/a
Bridges Christian Fellowship	No		The main object of the company is stated as: "the proclamation and furtherance of the Gospel of God concerning his son Jesus Christ our Lord" Under Section 5.4 Eligibility of Council's Grant funding Policy a number of exclusions for grant-aid are listed including: • Activities which are discriminatory, political, or are classed as proselytizing in nature.
Glor Leim an Mhadaidh	No	5	This project does not satisfy the definition of capital project as defined for the purpose of this minor Capital Grants programme. This is a small element of a much larger capital project and is therefore ineligible.

The 4 Minor Capital Grant applications that succeeded in the shortlisting process were then assessed against the Assessment Criteria as detailed in **Annex C**.

The scores, assessment notes and recommendations are listed in the table below. The programme quality threshold is 65% to receive an award.

Applicant	Score	Notes	Recommendation
Limavady Recreation Grounds	85%	Floodlighting to car park will have limited sports development impact.	Fund the project excluding the floodlighting to car park.
Ballymoney Bowling Club	68%	£7.2k for disabled ramp is poor value for 8 new members. Cost of lighting needs considered as quite high.	Only fund ramp if club purchase disability equipment.

			Explore options to reduce lighting costs.
Ballybrakes Community Indoor Bowling Club	70%	A new lighting system for Ballybrakes is both required and complies with the definition of capital expenditure. The refurbishment of the heating is more of a maintenance and repair issue and therefore ineligible for funding under this programme.	Consider funding assistance with the lighting project and seek an updated OBC and associated targets.
Milburn Community Association	68%	Kitchen equipment costs are not eligible under this fund.	Fund extension to kitchen, fit out costs will be funded by the group.

Recommendations

It is recommended that Members consider the following:

General

- Actively seek the most affordable solutions for all projects, focused on addressing current need not aspirations.
- Make conditional offers of award to Minor Capital Grants projects that surpass the scoring threshold and apply cost reduction measures where possible.
- Reject the Large Capital Grant applications that have not demonstrated eligibility.
- Progress eligible Large Capital Grant applications but use the business case process to address affordability issues.
- Close the capital grants programmes to applications for 2019-20 and use any budget availability in that year to fund the schemes from the 2018-19 applications that pass the assessment process.

Large Capital Grants Programme:

It is recommended that Council approve the 6 successful expressions of Interest and invite each to progress to stage 2 and submit their Outline Business Cases for assessment against the agreed criteria:

Applicant	Advice re OBC development re budget pressures
All Applicants	Programme budget is over-subscribed and all applicants must use the business case process to explore lower cost options or identify other sources of funding for the proposed project:
Corrymeela Community	Explore engineering solutions that could minimise cost.
Coleraine FC	Consider the club's current financial position with a view to a reduced % request to Council. Consider the installation of a hybrid rather than a 3G pitch.
Derry GAA	Consider an option of pitch upgrades only with the installation of flood lighting when budgets allow or at a 100% cost to the applicant.

Limavady Community Development Initiative	Consider the lower cost option with no outdoor covered area.
Glens Youth Club	Consider the upgrade of existing changing rooms rather than the construction of new.
St Canices GAC	Consider the construction of a toilet block rather than a new changing pavilion to reflect the mostly training use of the site and the spare capacity in nearby changing facilities.

Minor Capital Grants Programme:

It is recommended that Council approve the shortlisting of the 4 applicant organisations and the offer of awards as follows:

Applicant	Award Amount	Note:
Limavady Recreation Grounds	£9,500	Subject to a competitive procurement process.
Ballymoney Bowling Club	Up to £25k	Conditional on: <ul style="list-style-type: none"> - Exploring lower cost lighting solutions. - Ramp only funded if club invests in disability equipment that Council would fund at up to 75% up to the £25k total max.
Ballybrakes Community Indoor Bowling Club	£15,052	75% of the £22,070 cost of lighting upgrade only.
Milburn Community Association	£10,468.17	75% of the overall project costs with Millburn using their own resources as match funding for the kitchen equipment.

Annex A: Eligibility Criteria: Large Capital Grants Programme

	Criterion	Pass	Fail
1	Is the application from a properly constituted not for profit groups. Evidence that a constitution has been formally adopted must be supplied.		
2	Is the application for a Sports Club or Community project geographically located within the Causeway Coast and Glens Borough Council area? If not is a large amount of beneficiaries from within the Causeway Coast and Glens Borough Council area. (is there a reciprocal agreement with other relevant Council)		
3	Does the application add value to existing provision or opportunity (e.g. a project or activity which meets unmet demand and/or generates additional services). Activities should not duplicate current provision or cause displacement.		
4	Does the application demonstrate their strategic fit with: <ul style="list-style-type: none"> • Council's vision, Mission and strategic themes as outlined in Council's Corporate Strategy • For Sports facility projects: Council's Local Facility Report • For Community facility projects: Councils Community Facility framework 		
5	Does the application satisfy the definition of capital which is defined for the purpose of this programme as the following: <ul style="list-style-type: none"> • Grant aid for an asset that would be expected to last at least 10 years. • Unitary in nature, e.g. a building extension, new pitch, provision of enhancement lighting to enable extended use of facilities. • Total projects over £15,000. 		
6	Applicants will be considered ineligible if either the applicant organisation or the site where the project is to be based have received any capital investment from Council in the past five years.		
7	Applicants must submit final signed accounts for the previous 2 financial years. Only those organisations that Council considers to be financially sound will be considered eligible.		
8	Applicants must submit all documentation to demonstrate good governance practices (e.g. child protection policy, equity statement, financial processes etc) Only those organisations that Council considers to have appropriate procedures in place will be eligible.		

Annex B: Eligibility Criteria: Minor Grants Programme

	Stage 1 Criterion	Pass	Fail
1	Is the application from a properly constituted not for profit organisation? Evidence provided?		
2	Is the building located in Causeway Coast and Glens Borough Council Area?		
3	Does the applicant own the premises or hold at least a 5 year lease (from the application deadline date)? (Evidence must be provided at application stage)		
4	Does the application demonstrate a strategic fit with Causeway Coast and Glens Borough Council strategies e.g. Corporate Plan, Framework for Community Centres, Sports Facilities Strategy?		
5	All requests for funding will satisfy the definition of capital which is defined for the purpose of this minor Capital Grants programme as the following: <ul style="list-style-type: none"> • The creation or upgrade of a fixed asset that would be expected to last at least 10 years. • Unitary in nature, e.g. a small extension or renovation, provision of enhancement lighting to enable extended use of facilities. 		
6	The project must not have started or any related contracts awarded.		
7	Applications will be considered ineligible if either the applicant organisation or the site where the project is to be based have received any capital investment from Council in the past five years (date of the last payment from Council will be used).		
8	Applicants must submit final signed accounts for the previous two financial years. Only those organisations that Council considers to be financially sound will be considered eligible.		
9	The applicant's accounts must show financial need for the sum applied for.		
10	Applicants must submit all documentation relevant to demonstrate good governance practices (e.g. Child protection policy, equity statement, financial processes etc). Only those organisations that Council considers to have appropriate procedures will be eligible.		
11	All supporting information submitted (see section 7).		

Annex C: Assessment Criteria: Minor Capital Grants

The Outline Business case is scored and weighted against the criteria listed below:

	Stage 2 Criterion	Score (0-5)	Weight	Max Score
1	<p><u>Strategic relevance:</u> Clearly demonstrates an ability to assist Council in the delivery of agreed strategic objectives including inter alia:</p> <ul style="list-style-type: none"> ➤ Corporate Plan ➤ Relevant Council strategies ➤ Programme Aims ➤ Community Planning priorities 		X2	10
2	<p><u>Assessment of Need:</u> Providing access to facilities (e.g. community or sporting facilities) in areas of clearly demonstrated need. Need can be demonstrated in a number of ways including inter alia:</p> <ul style="list-style-type: none"> ➤ Results from surveys, studies, consultation, statistical analysis ➤ Council policies and strategies ➤ Binding commitments to use by local groups/organisations ➤ Condition reports on existing provision ➤ The residual capacity or otherwise in similar facilities close by <p><u>Note:</u> Projects that are likely to cause significant levels of displacement from existing facilities will not be funded by Council.</p>		X4	20
3	<p><u>Accessible to All:</u> Council will afford a higher priority to projects that demonstrate innovative measures that will make the proposed facility attractive, welcoming and accessible to all the community.</p> <p><u>Note:</u> Council will not fund facilities that are for the sole use of membership organisations.</p>		X3	15
4	<p><u>Increases in Participation from all sections of the community:</u> Council will afford a priority to those projects that will increase participation in activities, e.g. community or sporting activities (as demonstrated via a clear Development Plan).</p>		X2	10
5	<p><u>Value for Money:</u> Council will afford a priority to those projects that increase participation in activities such as community or sporting activities with the best value for money i.e. cost per capita for Council investment.</p>		X3	15

6	<p><u>Under Represented Groups:</u> Council will afford a higher priority to applications that demonstrate innovative measures to promote participation in activities by those currently under represented and in particular:</p> <ul style="list-style-type: none"> ➤ Older people (50+) ➤ People with a disability ➤ Women and girls ➤ People living in areas of high social need 		X3	15
7	<p><u>Partnership Funding:</u> The percentage of funding required from Council (including any other Council funding being applied). A higher score will be awarded to projects requesting a lesser % from Council against the overall project costs.</p>		X3	15
8	<p><u>Sustainability and viability:</u> The business case must make reasonable and evidence based assumptions in relation to construction costs, risk, optimism bias, operational costs and projected income. Through this process the business case must demonstrate the project's viability and sustainability in capital and revenue terms.</p>		X3	15
Total Maximum Score				115