



To: Executive Councillor for Community  
Development and Health

Report by: Head of Community Development

Relevant committee: East Area Committee 29/11/12

Wards affected: Romsey, Petersfield, Coleridge, Abbey

**Community Development Capital Projects in the East Area  
Funding Application from St.Martin's Church Centre (Phase 2) in  
Coleridge Ward**

**1. Executive summary**

- 1.1 This report gives the committee an update of the East Area Capital Grants Programme and brings forward a request for further capital funding by St.Martin's Church Centre in Suez Road for consideration by the East Area Committee.
- 1.2 An update on the East Area Committee's Capital Grants Programme is shown at Appendix B.
- 1.3 St.Martins Church Centre was awarded £120,000 by East Area Committee in April 2011 for their Phase 1 works to improve their main community hall. At this time, the report also set out plans for a second Phase to provide meeting rooms and storage space on a new first floor together with additional improvements to the ground floor.
- 1.4 The Phase 1 works commenced on site on 1<sup>st</sup> October and is due for completion before Christmas. The Phase 1 works are self contained and will significantly improve the community provision at the centre.
- 1.5 Representatives from St.Martin's Church Centre have now requested a further capital grant so that they can proceed with some of the Phase 2 works whilst their contractor is on site. East Area Members are asked to consider whether they wish to award a further capital grant to St.Martin's Church

Centre as a contribution to Phase 2 of their improvement works.

## **2. Recommendations**

2.1 The Area Committee is asked:

- a) to decide whether it wants to award a further capital grant to St.Martin's Church Centre towards Phase 2 of their improvement works and, if so;
- b) to agree how much the further capital grant should be (see 4.5 below for suggested options) and to recommend to the Executive Councillor that it is approved.
- c) to note that £100,000 has been provisionally set aside as a contribution towards a proposed new community facility off of Stainesfield Road in Abbey ward, which will be managed by the 29<sup>th</sup> Cambridge Scouts Group who will use it as their base.

## **3. Background**

3.1 In August 2010, following consideration by the East Area Committee, the Executive Councillor for Community Development and Health approved a Capital Grant Programme for the East of the City. The budget for the programme, which has come from S106 contributions from developers, was set at £800,000 with £400,000 being reserved for 5 named projects. The remainder of the funding was allocated to each ward in proportion to the contributions received as a result of developments in the four wards. All applications are subject to a project appraisal process before a recommendation is made. Appendix B gives an update on the programme.

3.2 The criteria used to assess potential schemes include:  
Projects should -

- Increase and/or improve the quality and sustainability of community facilities serving the East of the City.
- Demonstrate value for money.

- Have no net adverse environmental impact and where possible have a positive impact on the causes and effects of climate change.
  - Be completed by 2013 or have established a clear implementation plan within an agreed timescale.
  - Should not normally require revenue funding from the City Council.
  - Have robust and sustainable management arrangements.
  - Have an equal opportunities policy in place.
  - Have developed a solid business plan.
  - Demonstrate the ability to raise additional funding in circumstances where the Council is not the sole or main funder.
- 3.3 Successful applicants are required to enter into a legal agreement with the Council, that sets out the conditions of the grant, before any money is released.
- 3.4 A project appraisal for St.Martin's Centre (Phase 2) will be considered by the Council's Asset Management Group (an internal officer group) on 29<sup>th</sup> November 2012 and any comments will be reported verbally at the East Area Committee meeting.

#### **4. St.Martin's Church Centre**

- 4.1 St.Martin's Church Centre provides important community facilities for residents within Coleridge ward and the wider area. The Phase 1 improvements are under construction and will bring a significant benefit to the community in an area of the city which lacks accessible and affordable indoor space where groups can meet and run activities.
- 4.2 The planned Phase 2 works will further improve the community facilities at St.Martin's Church Centre. They have been re-designed a little from the original proposal and now include:
- Covered walkway along the front and side elevation on the ground floor and larger foyer
  - Re-furbishment and improvements to the community room and kitchenette at the rear of the facility

- Lift and stairs to new first floor
  - 3 good sized meeting rooms on the first floor
  - 2 large storage rooms on the first floor
  - Kitchenette on the first floor
  - Fully accessible toilet facility and shower on the first floor
- 4.3 The total cost of the planned redevelopment (Phase 1 and 2) amounts to approximately £900,000. Phase 1 is £130,000 and Phase 2 is £770,000. St.Martin's Centre are currently pursuing grant applications amounting to around £1m from other sources. Should Members agree to some additional funding to take forward the work identified in Appendix A, St.Martin's Centre have emphasised that this will strengthen their case with the other potential funders.
- 4.4 Representatives from St.Martin's Church Centre have asked members to consider an additional grant so that they can complete some minor outstanding works at the end of Phase 1 and progress elements of the Phase 2 works. All the work items identified will 'stand alone' and improve existing facilities whilst also preparing the way for the major Phase 2 improvements. Should members agree to award an additional grant, the works would be carried out by the Centre's existing contractor, avoiding further tendering costs.
- 4.5 Representatives from St.Martins Church Centre have provided a list of items that they would like members to consider funding. These are set out in Appendix A in Tables 1 and 2. Officers suggest that members consider the following funding options:
- a) No additional funding
  - b) An additional grant of £52,000 to cover all the items in Table 1
  - c) An additional grant of £115,000 to cover all the items in Table 1 and a contribution towards the items in Table 2.
- 4.6 If Members decide to agree option (c) St.Martin's will be able to complete all the items in Table 2 as they have raised around £35,000 from other sources.

- 4.7 It is recommended that if option (b) is agreed, some of the 'top sliced' funding (£80,000) previously earmarked for improvements to Emmanuel United Reform Church in Coleridge is used. If option (c) is agreed, the top sliced budget and remaining ward budget for Coleridge (£35,000) will be required.

## **5. Stainesfield Road Scout Hut**

- 5.1 A proposal to refurbish or rebuild the scout hut on Council owned land off of Stanesfield Road was identified as one of the 5 'top sliced' projects in the original East Area Capital Grants Programme. An initial survey of the building showed that it was effectively beyond reasonable repair and that a new build solution should be sought. However, this meant that more funding would be needed than that available within the East Area programme.
- 5.2 Officers from Community Development and Housing and Abbey ward councillors have been in discussion with the scouts about the possible development of the site. This proposal has been progressed through scrutiny and it is now proposed that a small number of homes are built on the site together with a new community facility which the scouts will manage, use as their base and hire out to local groups and residents.
- 5.3 It is estimated that the new facility will cost around £250 - £300k and be funded partly through the housing development and partly through the East Area Capital Grants Programme.
- 5.4 More detailed work needs to be carried out by Housing officers before detailed costs and design are available for approval but at this stage it is proposed that a provisional sum of £100,000 is set aside from the East Area Capital Grants Programme (£80,000 from the 'top sliced' pot and £20,000 from the Abbey ward budget). A report will be brought back to East Area Committee for approval as soon as the detailed design and costing is available.

## **6. Implications**

- 6.1 There are no direct implications arising from this report that have not been covered in the body of the report. Capital grants are released on receipt of an architect's interim certificate and/or copy invoices from contractors. No money is released in advance of work being done. There are no revenue implications for the Council.
- 6.2 Briefings on progress with other potential applications are being sent to members on a regular basis. Also meetings to discuss ward issues are taking place with Ward Councillors, as required.

## **5. Background papers**

These background papers were used in the preparation of this report:

## **6. Appendices**

- 6.1 Appendix A – Additional funding list from St.Martin's Centre
- 6.2 Appendix B – Update on East Area Committee's Capital Grant Programme

## **7. Inspection of papers**

To inspect the background papers or if you have a query on the report please contact:

Author's Name:	Trevor Woollams
Author's Phone Number:	01223 457061.
Author's Email:	Trevor.woollams@cambridge.gov.uk

**Appendix A**  
**Additional work elements for St.Martin's Church Centre**

<b>Table 1</b>			
	<b>Description</b>	<b>Est cost £</b>	<b>Benefit this Brings</b>
1	<b>Balance of Phase 1 works</b>		
	Joist ceiling to store 3 and utility room	650	Fully forms the floor providing additional storage
	Replacement window works (WG17&18)	1,300	Improved thermal performance and required to allow joist to abut external wall
	Temporary metal stud partition to first floor and temporary timber infill void capping	1,500	Provides better finish at high level to the stairwell form.
	Ceiling to store 3 and utility room	250	Provides a finish from below
	Construction contingency sum	3,000	To accommodate any small issues encountered
2	Storage cupboards to rear of hall	1,600	Provide storage for hall users including Brownies and Boy's Brigade
3	Enhanced storage cupboards in utility area	1,000	Provide storage for users such as their fair trade stall
4	Fixed furniture to the small meeting room	2,500	Provide fully equipped room for small groups including parents with young children
5	Additional steelwork and changes to the opening to accommodate new folding doors	3,000	Steelwork will form the opening to enable existing folding doors to be replaced.
6	Larger RC plinths to support Phase 2 steelwork (Phase 1 variation)	1,900	Structural survey has identified that foundations between hall and dining area need to be reinforced.
7	Replacement of folding door between hall and dining room	7,000	To provide much improved sound insulation which will benefit users of both rooms.
8	Replacement of DG 18 and 19	2,000	Required as part of Phase 2 to allow for fully fire protected foyer
9	Push button automatic opening to DG 19	2,500	Allow wheelchair users, those with buggies etc. improved access to the centre
1	Induction loop & PA system to hall and dining room	2,500	Required to comply with disability standards
	<b>Sub Total</b>	<b>£30,700</b>	
	Allowance for contingencies	1,410	
	Main contractor's preliminaries	4,441	
	Main contractor's over heads	1,702	
	<b>Sub Total</b>	<b>£38,253</b>	
	Professional fees	5,363	
	VAT @ 20%	8,723	
	<b>Estimated Total</b>	<b>£52,339</b>	

<b>Table 2</b>			
	<b>Description</b>	<b>Est cost £</b>	<b>Benefit this Brings</b>
1	Removal of asbestos containing floor tiles within rear kitchen area	1,000	Allows subsidence work to be carried out
2	Resolution of subsidence issues to rear community room and kitchen by injecting expanding polymer and restoring floor levels	9,041	Resolves uneven floor to improve community use and safety. Prepares kitchen floor for improvements.
3	Refurbishment and improvement of existing kitchen at the rear of the centre which serves the rear community room	10,000	Currently kitchen is only practicable for tea and coffee making. This would enable lunches to be served and broaden community use.
4	Works to roof above rear community room and kitchen: Install a 'warm roof' overlay of 150mm thick insulation, reseal roof, replace fascia boards and insulation at eaves, install fresh air vents from kitchen, raise roof lighting.	17,807	Reduces running costs, improves the suitability of the rear community room for community activities, especially for older people and toddlers and reduces carbon footprint of centre
5	Creation of a dining conservatory to the centre's rear community room	15,000	Increase available use of the centre both in terms of numbers and variety of use.
	<b>Sub Total</b>	<b>£52,848</b>	
	Allowance for contingencies	2,767	
	Main contractor's preliminaries	8,717	
	Main contractor's over heads	3,342	
	<b>Sub Total</b>	<b>£67,674</b>	
	Professional fees	10,526	
	VAT @ 20%	15,640	
	<b>Sub Total</b>	<b>£93,840</b>	
	<b>C/F from Table 1</b>	<b>£52,339</b>	
	<b>Grand Total</b>	<b>£146,179</b>	