

CAMBRIDGE CITY COUNCIL

REPORT OF: Director of Environment

TO: South Area Committee 02/02/2015

WARDS: Cherry Hinton, Queen Edith's, Trumpington

S106 DEVOLVED DECISION-MAKING: GRANT APPLICATIONS

1. INTRODUCTION

- 1.1 In 2012, the council devolved to area committees decision-making over the use of particular types of S106 contributions, which are collected to address the impact of development. The first two priority-setting rounds took place in 2012/13 and 2013/14 (see Appendix A).
- 1.2 The current (third) priority-setting round is focussed on S106 grant-funding to community groups to enable them to make improvements to their community or sports facilities, which would benefit local communities. This report focuses on two grant applications relating to community facilities received from local groups in the South Area. In a briefing to the Area Committee last October, officers promised to report back in early 2015, but the Area Committee does not necessarily need to make any grant-funding allocations at this stage.
- 1.3 A fourth priority-setting round will take place later this year: proposals and/or grant applications will be invited in the early summer, with a view to committee reports & priority-setting decisions in the autumn. This will then enable consideration of proposals for:
 - a. sport or community facility improvements (not least ones involving council project management/delivery) still being worked up;
 - b. a wider range of S106 contribution types (including informal open space and play provision for children & teenagers).

2. RECOMMENDATIONS

The South Area Committee is recommended to:

- 2.1 defer making a decision on the grant proposal for the Memorial and Meeting Hall on Cherry Hinton Road, to allow an updated application to be considered in the next S106 priority-setting round later in 2015;
- 2.2 put the Cherry Hinton Baptist Church Family Centre project 'on hold', with the existing £73,000 allocation in place, ahead of further consideration in the autumn 2015 S106 priority-setting round.

3. BACKGROUND

- 3.1 **About S106 contributions:** New development and related population increases create additional demands on local facilities. The council currently asks developers to pay S106 contributions in order to address that impact. An overview can be found on the council's Developer Contributions web page at www.cambridge.gov.uk/s106. Key points to bear in mind are that:
- a. the purpose of S106 contributions (as set out in most S106 agreements) is “for the provision of, improvement of or better access to” particular types of facilities (such as community facilities or outdoor sports facilities - as defined in local planning policy) within the city of Cambridge;
 - b. to be eligible for S106 funding, project proposals need to provide additional improvement and benefit to the community – and so cannot be for like-for-like replacements or for repairs/maintenance;
 - c. project proposals for S106 grants need to be accessible to all sections of the community. The council cannot fund facilities for religious worship but can fund community facilities run by faith groups which are available for use by everyone. Grant recipients are required to enter into community use agreements. The council monitors the use of community facilities which receive S106 grants to make sure this happens in practice.
- 3.2 **S106 priority-setting process:** Following a report to the Community Services Scrutiny Committee last October, it was agreed that the current (third) S106 priority-setting round should focus on grant-funding opportunities relating to the S106 contribution types for community facilities, outdoor sports, indoor sports & public art. Whilst all decisions on indoor sports and public art contributions are now taken by the relevant executive councillors, area committees continue to decide whether to award S106 outdoor sports or community facilities grants in the current round and, if so, which eligible proposals to prioritise.
- 3.3 The Equality Impact Assessment on S106 priority-setting, reported to the Community Services Scrutiny Committee last October, highlighted the risk that allocating S106 contributions in the current round to grant-funded projects could reduce the funding available for projects in the next round. To help address this, it is being made clear to area committees that they are not expected to allocate all their available devolved S106 contributions now. Paragraph 4.3, below, highlights some project proposals which, officers understand, are likely to be put forward in the next or future rounds.

- 3.4 **Current S106 priority-setting round:** From early November to early December, local groups and organisations submitted S106 grant applications for developing their sports and community facilities or small-scale public art projects. A summary of the grant application and assessment process can be found in Appendix B.
- 3.5 Overall, 30 grant applications were received from across Cambridge. Five are for proposed facility improvements or projects in South Area. One of these (for a refreshments vending machine for the community room at Rock Road library) has since been withdrawn as the county council will include this in a bigger contract for vending machines. The following two grant applications for consideration for South Area devolved funding are addressed in Section 5 of this report:
- Memorial & Meeting Hall on Cherry Hinton Road (paragraph 5.1);
 - Cherry Hinton Baptist Church Family Centre (paragraphs 5.2-5.5).
- 3.6 Two other applications from South Area have already been allocated city-wide S106 grants, subject to standard conditions, following reports to the Community Services Scrutiny Committee on 15/1/2015:
- £64,000 indoor sports grant to Netherhall School and Sixth Form Centre for supplementary funding for its gym facilities;
 - around £6,500 for a public art project in the community garden at Rock Road library.
- 3.7 Following last month's scrutiny committee report, the Executive Councillor for Community, Arts and Recreation awarded another £80,000 of community facilities contributions for the Clay Farm Community Centre from strategic S106 funds because it represents a major development of city-wide importance.
- 3.8 **Policy context:** In late November 2014, the Minister of State for Communities & Local Government announced that S106 contributions should not be sought any more for sites of 10 homes or less (with a maximum combined gross floor space of 1,000 square metres) and all residential annexes and extensions. New regulations are awaited and the full implications will need to be assessed.
- a. This change is unlikely to impact on S106 contributions already received for developments already commenced, or to impact directly on the current S106 priority-setting round.
 - b. The implications of the announcement do, however, reinforce the message in the briefings to area committees last October – that S106 contributions are set to taper off and run down in future, and it is important to make sure that they are used to greatest effect.

4. UPDATE ON S106 FUNDING AVAILABILITY

- 4.1 The latest analysis of available S106 funding (as at 20/01/2015) shows the following levels of unallocated S106 contributions in the South Area devolved funds relevant to this third S106 priority-setting round (figures rounded down to the nearest £25,000).

Contribution types	South Area
Community facilities	£100,000
Outdoor sports (incorporating formal open space)	£525,000

- 4.2 Key points to note about these unallocated contributions are:
- devolved funding for projects already prioritised by the South Area Committee in the first two rounds has already been allocated, so the amounts in the table represent what is still available to spend;
 - they do not include contributions with specific conditions about how the funding should be used. For example, whilst some off-site community facilities S106 contributions are expected shortly from the Bell School development, these will be for the improvement of existing facilities or provision of new ones for the benefit of residents of that development;
 - none of the devolved contributions have 'expiry dates' in the next five years (2015-2019);
 - around 60% of the devolved outdoor sports S106 funding relate to contributions from the CB1 development.

- 4.3 **Project proposals likely to come forward in future:** The available devolved funding needs to be placed in the context of the following known project proposals which are yet to emerge fully. This would suggest that there are likely to be significant proposals in the next S106 priority-setting round later this year for the use of devolved outdoor sports contributions. It also highlights the likely stiff competition for the South Area's devolved community facilities S106 fund – and the difficult decisions that the Area Committee will face.

- Cherry Hinton Recreation Ground pavilion:** Whilst the Area Committee (in January '14) allocated £100,000 devolved outdoor sports S106 contributions for this pavilion refurbishment project, the project proposal has been developed to include two additional changing rooms and small functional space. The project is 'on hold' while these proposals are worked up more fully ahead of the next S106 project proposals/grant application process in summer '15. It is understood that a further £80,000 may be needed.

- b. **Nightingale Avenue Recreation Ground pavilion:** The Area Committee has already earmarked £200,000 of outdoor sports applications for this pavilion project (on the basis that this could represent around half the costs of a new pavilion). Officers are due to meet the Friends of Nightingale Avenue Recreation Ground in late January to discuss options and ideas for both the use of the pavilion and the disused bowls area.
 - i. This is likely to lead to project proposals to be put forward for the next S106 proposals/applications process next summer.
 - ii. Depending on the facilities to be included in a new pavilion and considerations about how it would be managed, there are still questions about from which contribution types the extra S106 funds for this project would come. The greater availability of devolved outdoor sports contributions, compared to those for community facilities, may be an important consideration.
- c. **Cherry Hinton community hub – phases 2 and 3:** Following the first phase of the community hub project (at Cherry Hinton library), which received around £11,000 of devolved S106 funding in 2013, Cherry Hinton Residents Association is developing its proposals and cost estimates for future phases. Whilst it is not yet known how much S106 funding may be requested, it is expected that the costs associated with these project proposals could be significant.

5. CONSIDERATION OF CURRENT GRANT APPLICATIONS

- 5.1 **Memorial and Meeting Hall on Cherry Hinton Road:** The grant application form for this refurbishment can be found in Appendix C. The officer assessment has highlighted that it is not yet clear how much of the proposals would qualify for S106 funding and how far a hall refurbishment would provide additional benefit to the wider local community. The proposals need to be developed in more detail before they are ready to be considered. An updated application for the fourth S106 priority-setting round would be encouraged. Specific comments are as follows.
 - a. Based on the information currently available, officers suspect that the works to the hall roof would not qualify for S106 funding as this could constitute a replacement and/or repairs and maintenance.
 - b. More details would be needed about the types of refurbishments proposed for the hall (more than the installation of heating, toilets and baby-changing facilities). Community Development officers have already highlighted the need to check whether all the funding being sought relates to non-religious purposes and to community facilities that would be open to all sections of the community.

- c. More details would also be needed about what sort of community activities would be run from a refurbished hall and the applicant's assumptions about the levels of increased community use that a refurbished hall would generate. This is important given the proximity of the Memorial and Meeting Hall to Rock Road library, which has been given a £20,000 S106 grant from the council in 2014/15 for its new community room.
- d. The proposals for the hall are at an early stage and it would be helpful for the applicant to develop these further, not least to check the current cost estimates. Without quotes from contractors yet, it remains to be seen whether the building cost estimates might increase. More detailed design proposals would also enable the applicant to gain a clearer understanding of likely timescales.
- e. Crucially, the application needs to be placed in the context of the S106 funding available. The £170,000 requested is beyond the devolved community facilities S106 funding available to South Area, not forgetting that there are other proposals (eg, those mentioned in paragraphs 4.3 and 5.2) seeking the same funding.
 - i. The applicant makes an important point that this facility is on the border of South and East areas: it is, therefore, possible that the proposal could be considered for S106 funding from both areas and/or strategic S106 funds (for projects benefitting more than one area). However, it is also important to be aware that the level of devolved funding available in East Area is not much higher than in South Area and faces similar competition for how it could be used. The community facilities S106 funds in the strategic pot also face the same sorts of pressures.
 - ii. Grant applicants need to remember that, if successful, they will be responsible for the running and maintenance costs of the S106 grant-funded projects. They need to provide confidence that the improved facilities, when operational, will be viable.

5.2 Cherry Hinton Baptist Church Family Centre: The Committee has already approved a grant for the refurbishment of this Family Centre, although this has not been finalised. The applicant has been asked to submit a fresh application, however, as the estimated project costs have risen by 65% (or, possibly, over 90%) in the last six months.

- a. An original application for £63,000 (which, itself included a £5,000 contingency sum), suggested by council officers, to allow for rising costs) was allocated to this project in January 2014.
- b. Last June, the Area Committee received an update that the project costs were likely to increase because the proposals for the Family Centre refurbishment had expanded to enable better use of the

facilities. The report said that, if the actual S106 grant needed was less than £75,000, the project appraisal would be considered by the Committee chair, vice chair and opposition spokes. If the grant needed was more than £75,000, the project appraisal would be reported back to the Area Committee for consideration.

- c. Last summer, the Family Centre secured a grant from Wren. The estimated projects costs were £107,000 (including a £14,000 contingency sum) and the S106 grant requested was £73,000. The expedited project appraisal was then approved and community development officers worked with the applicant on the details of the community use grant agreement.
 - d. The council issued a S106 community use grant agreement for signing, but the applicant then received quotes back for the works from contractors, which came in much higher than expected. The community use grant agreement was therefore not completed.
 - e. The applicant then enquired about the possibility of further S106 grant-funding (to deliver the same scheme) in November 2014. Given that the overall amount of grant now requested is above £75,000, and in view of other grant applications for devolved community facilities S106 funding (both those received and those being developed), officers are keen for the Area Committee to review the grant allocation and to consider the way forward.
- 5.3 The fresh grant application for the Family Centre refurbishment can be found in Appendix D. The applicant has identified ways to bring the cost estimates down by £25,000 (removing some items not included in the original design to estimate costs and reducing the specification on some items). It has also applied to AmeyCespa for another £20,000 grant – the bid outcome is expected by the end of January. On this basis, the applicant now seeks £121,000 overall of S106 grant if the AmeyCespa bid is successful (or £141,000, if it is not): that is, £47,000 (or £67,000) more than currently allocated.
- 5.4 Community Development officers have liaised closely with the applicant, but have become concerned that the estimated project costs have risen so much since the grant offer of £73,000. Not all the information needed to have confidence in this scheme has been forthcoming on time. This means that officers have not yet been able to confirm that all elements of the project (with cost-cutting applied) are suitable for S106 grant-funding. However, on the morning that this report had to go to print, officers have been given a breakdown of the revised costs estimates. An update will be provided at the committee meeting once officers have had an opportunity to consider these new details.

- 5.5 Prior to the receipt of this new information, a number of options for the way forward have been considered.
- a. Community Development officers have registered strong concerns about meeting the applicant's increased grant request in full or giving a smaller extra amount without further information and assurances about robust project management. The competition for the devolved community facilities S106 contributions available (see paragraph 4.3) is also an important factor here.
 - b. The possibility of rescinding the current £73,000 allocation now, so that all bids for devolved S106 community facilities funding can be considered fairly, has been discussed with the applicant. However, given that there are no other applications ready to be considered in the current priority-setting round, this may not be necessary at this stage. However, this option cannot be ruled out for the report in the autumn as part of the next S106 priority-setting round.
 - c. It is, therefore, recommended that the current project is put 'on hold' – but with the current £73,000 of devolved community facilities S106 contributions still allocated - until it can be considered alongside other project proposals and/or grant applications in the autumn. (There are no expiry dates attached to the S106 contributions allocated to this project, so that is not an issue.) Officers appreciate that this will delay the Family Centre refurbishment but, without having confidence that the project costs would not increase further, there is not much other option.

6. IMPLICATIONS

- 6.1. **Financial implications:** General funding constraints have been highlighted in paragraph 3.8 and in section 4 of this report.
- 6.2. **Staffing implications:** Community Development officers will keep in contact with the two grant applicants about their proposals.
- 6.3 **Equal opportunities implications:** These have been addressed in paragraphs 3.1c and 3.3 of this report.

7. CONCLUSIONS

- 7.1 It is disappointing not to be able to recommend specific S106 grants in this report. At the same time, it is worth remembering that:
 - a. all local projects from the first S106 priority-setting round have been delivered and a couple from the second round are due to be completed over the next two months (see Appendix A);
 - b. the South Area is benefitting from S106 grants in the third priority-setting round, with the city-wide grants to Netherhall Hall School and Sixth Form Centre and Rock Road library;

- c. it is appropriate for the Area Committee to defer making decisions when there are no clear decisions ready to be made at this stage;
- d. it is only four months or so until local residents and community groups will be able to put forward proposals for consideration in the next S106 priority-setting round.

7.2 It is hoped that the issues set out in this report will help to encourage a wider range of robust and realistic project proposals and grant applications for the next round.

8. BACKGROUND PAPERS

These background papers on the S106 devolved decision-making process were used in the preparation of this report:

- “S106 devolved decision-making: taking stock and moving forward”, report to South Area Committee, 13/10/2014.
- Update on local S106 priority projects”, report to South Area Committee, 12/06/2014.
- “S106 priority-setting and small-scale public art grants”, report to Community Services Scrutiny Committee, 15/1/2015.
- “S106 priority-setting and outdoor & indoor sports facilities”, report to Community Services Scrutiny Committee, 15/1/2015.
- “S106 priority-setting and devolved decision-making”, report to Community Services Scrutiny Committee, 16/10/2014.
- Written statement to Parliament by Minister of State for Communities and Local Government (28/11/2014):
<https://www.gov.uk/government/speeches/small-scale-developers>

Further information can be found on the council’s Developer Contributions web page (www.cambridge.gov.uk/s106).

9. APPENDICES

- A. Update on local S106 projects: South Area
- B. S106 grant application & assessment process
- C. Grant application for Memorial & Meeting Hall
- D. Grant application for Cherry Hinton Baptist Church Family Centre

10. INSPECTION OF PAPERS

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

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Update on local S106 projects: South Area

CP ref.	Projects completed since 2012/13	£k S106
Projects agreed prior to 1st round S106 priority-setting		
PR25	Grant for Rock Road library community meeting space	<25
-	Bat and vole biodiversity project at Accordia	<15
SC474	Cherry Hinton Hall grounds improvements: phase 1	75
1st S106 priority-setting round		
PR34g	Grant for Centre at St Paul's: phase 3	50
PR32a	Hanover Court/Princess Court meeting space	100
PR32b	Nightingale Avenue Rec trim trail	25-50
PR32c	Cherry Hinton Rec Ground improvements	100-125
PR32d	Grant for Cherry Hinton community hub	<15
2nd S106 priority-setting round		
PR32i	Cherry Hinton war memorial improvement (Nov '14)	<10

CP ref.	On-going S106 projects	£k S106
Projects agreed prior to 1st round S106 priority-setting		
SC548	Southern Connections public art project: <i>long-term project expected to complete in winter 2018/19.</i>	75-100
2nd 106 priority-setting round		
PR34k	Netherhall School cricket nets (grant): <i>works due to start in mid-Feb; due to be completed by end March 15</i>	25
PR32e	Accordia scooter/trim trail: <i>scooter project is due to be delivered in early spring 2015, subject to contractor availability and appropriate weather conditions.</i>	25-50
PR32f	Cherry Hinton Baptist Church family centre: <i>see paragraphs 5.2-5.5 of the main report.</i>	50-75
PR32g	Cherry Hinton Rec pavilion refurbishment: <i>on hold; will bid for further S106 funds in next round. See para 4.3a.</i>	100
PR32h	Trumpington Bowls Club pavilion: <i>awaiting update – an oral update will be given at Area Committee meeting.</i>	50-75
PR32i	Trumpington war memorial improvements: <i>will be largely complete by end January '15. Development of interpretation boards with local history group will follow.</i>	<15

S106 grant-funding application & assessment process

1. Applications for S106 grant funding were invited from local groups and organisations between 7 November and 8 December 2014. This was publicised via:
 - a. area committee briefings;
 - b. local councillors making contact with local groups in their wards;
 - c. information on the Council's website;
 - d. news releases and posts on social media;
 - e. emails to local organisations who have contacted the council in recent months about S106 funding opportunities.
2. The application process involved completing an initial two-page form, supported by guidance notes for applicants. Prospective applicants were invited to ask themselves five questions before filling in the form, in order to minimise the number of applications not be eligible or suitable for S106 grant-funding. See the council's Developer Contributions web page (www.cambridge.gov.uk/s106).
3. The following criteria have been taken into account in assessing each application (as mentioned at the foot of the application form):
 - a. whether it is eligible for S106 funding;
 - b. whether the proposed projects is feasible;
 - c. whether it is ready to be considered;
 - d. whether it is consistent with council policy (eg, the Sports and Physical Activity Strategy and/or the Anti-Poverty Strategy).
4. The assessment of applications has involved relevant officers from Community Funding & Development and Recreation Services, as well as City Development Management.

S106 application for Memorial & Meeting Hall, Cherry Hinton Road

1. Organisation:	GREEK ORTHODOX COMMUNITY OF ST ATHANASIOS AND UNITED REFORMED CHURCH
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2. Project:	To remove the asbestos roof and refurbish the Memorial and Meeting hall to be used by the Coleridge and Queen Edith's wards as community centre. To install toilets for adults and children and baby changing facilities. Plus to install heating.
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3. Which category does this proposal relate to?	Community Facilities
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4. Where:	154 Cherry Hinton Road, CB1 7AJ
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5. Project funding:	A. Estimated total capital project costs	B. Funding already secured for project	C. Amount of S106 funding requested
	£200,000	£30,000	£170,000

6. What is the purpose of your project? What works would it involve?
To remove the asbestos roof and refurbish the Memorial and Meeting hall to be used by the Coleridge Ward and Queen Edith's wards as community centre. To install toilets for adults and children and baby changing facilities. Also to install heating.

7. Why is it needed and how would it benefit Cambridge residents?
<p>This resource has been neglected over the years due to the falling numbers of local volunteers. It used to serve up to five hundred local residents from Queen Edith's and Coleridge wards. Unfortunately, since it is located on the border between the two, it has been ignored by various Councillors over the years.</p> <p>The Greek Orthodox community of St Athanasios has decided to purchase the site to be used by about 300 members of this ethnic community and make it available to the existing members of United reformed church as well to the all the residents in the Coleridge and Queen Edith's wards. Once the site is fixed it is estimated that about 500 local people could be using this resource.</p>

8. What preparations are in place? What still needs to be done?		
a.	Project management	Already in place: Preliminary work has been carried out by having a full survey done of the site and an architect carrying out preliminary designs. Next steps: If the funds are secured then a professional project manager will be appointed to oversee the project.
b.	Local/user consultation	-
c.	Land ownership	Yes. URC is selling to the Greek Orthodox Community. Estimated completion date before January 2015
d.	Project design	Have preliminary designs. Final project once funds have been secured
e.	Planning approval	Permitted Development
f.	Funding	Already in place: Only £30k is available

9. Are there any risks or potential negative impacts? How are these being addressed?
No

10. Estimated project timescales		
a.	Anticipated project start date	January 2015
b.	Anticipated project completion date	May 2015

New S106 grant application for Cherry Hinton Baptist Church Family Centre

1. Organisation:	CHERRY HINTON BAPTIST CHURCH (CHBC)
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2. Project:	REFURBISHMENT OF THE FAMILY CENTRE AT CHERRY HINTON BAPTIST CHURCH
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3. Which category does this proposal relate to?	Community Facilities
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4. Where:	Cherry Hinton Baptist Church Family Centre, Fishers Lane, CB1 9HR
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5. Project funding:	A. Estimated total capital project costs	B. Funding already secured for project	C. Amount of S106 funding requested
	£177,000	£36,000	£141,000 or £121,000

Update from the applicant: To date we have £109k funding (including £73k from the original S106 grant). This should have been enough to do the project based on an original estimate from a builder. We put the project out to tender and had three replies. The two lowest were similar and put the total cost of the project at £202k, much higher than anticipated. We have asked both builders to do a cost reduction exercise and have also reduced the spec on some items or removed them completely which has resulted in a saving of £25k. So our total cost is now £177k.

It is important to note that we have not reduced the scope of the project. All the aims stated in both the old and new applications can still be met. The remaining increase in cost since the original application is due to (1) the structural engineer finding that extra work needed to be done to the foundations of the extension, the soak away would need to be moved as well as other items that were not included in the original estimate, and (2) a general increase in building costs.

To raise the extra funding we have applied to AmeyCespa for £20k. We will hear at the end of the month (January 2015) if we have been successful. The amount we require from S106 will depend on this outcome. If we are successful then the total S106 funding required is £121k. If we are not successful it will be £141k.

**6. What is the purpose of your project proposal?
What works would it involve?**

Extension and Refurbishment of CHBC Family Centre to provide disabled access and toilets, larger meeting rooms and modern catering facilities.

- a. Installation of a new front door to allow wheelchair access and improve fire safety:** The front door has a high threshold and temporary ramps are used when needed (at least weekly). This is inconvenient, laborious and a safety issue. A wide, low threshold front door will make wheelchair and buggy access much easier.
- b. Installation of disabled toilets and baby change facilities:** There is no disabled toilet. The current toilets are narrow and cannot accommodate a wheelchair. There is also no permanent or private baby changing facility, a major omission given the number of very young children that use the Centre. Every group that uses the Centre would benefit from these improved bathroom and sanitary facilities.
- c. Extend the building to accommodate space needed for the disabled toilet, enlarged meeting room and enlarged kitchen.**
- d. Installation of a modern kitchen to improve the catering facilities:** The kitchen is old and in need of renovation to bring it up to current standards. A modern kitchen would vastly improve the provision of catering services (ranging from refreshments to full meals for 40+ people). A new kitchen would make these events easier, hopefully leading to more being held. Feedback from events where food, and in particular, full meals have been served is always positive from those receiving the meal, but those working in the kitchen require a modern facility. New hatch access to the kitchen from both meeting rooms will allow both meeting rooms to use catering facilities independently, making the use of the Family Centre more flexible.
- e. Improvements to both the main hall and meeting room, including a second fire exit, new hardwearing floor and storage:** The number of people using the Family Centre demands a second fire exit. A hard floor is more suitable for all the activities that currently take place in the main hall (it is currently an old, worn, torn, carpet). The fire door will necessitate some work on the flooring
- f. Installation of a gate across the car park entrance:** To enclose the car park area when used by mother and toddler groups as an outdoor play area.

7. Why is it needed and how would it benefit Cambridge residents?

What the Family Centre provides: The Family Centre at Cherry Hinton Baptist Church is a community hub with meeting rooms and catering facilities. The centre is available to hire for community groups at competitive rates. It is regularly used by Mother and Toddler groups, the village's only youth group, an after school club, senior citizen friendship groups and a credit union, serving over 220 people of all ages every week. The Centre's activities aim to support local people many of whom are trying to cope with problems and disadvantages (e.g. isolation, ageing, bringing up children as a single parent, youth boredom and disaffection, learning disability, physical disability and financial hardship). The groups are run with little or no cost to the users making the centre and its activities accessible to local people.

What we would like to provide: The centre was built in 1971 and no significant renovation work has been carried out since then. The number of people using the centre has grown. It is therefore greatly in need of expansion as well as upgrade and improvement work to bring it into line with current standards and regulations. Disabled access and toilet facilities are desperately required. An extension will allow groups to expand or for two groups to use the Centre at the same time. We would like to offer a modern facility with easy access to all abilities and ages, comfortable and safe play areas and modern catering facilities. All groups that currently use the centre will benefit from the work proposed here. The improved access and facilities will encourage more community groups to make regular use of the centre as well. In addition to this the nearby Royal British Legion Hall is being sold off. Local groups who currently use it will require another meeting venue, a refurbished, larger Family Centre will provide this.

8. What preparations are in place? What still needs to be done?

a.	Project management	<p>Already in place: Project Manager and Committee in place, Architects selected and have produced plans</p> <p>Next steps: Principal Contractor to be appointed.</p> <p>Update from the applicant: You asked about how oversight of the project is done.</p> <ul style="list-style-type: none">• Major Decisions and Reports are taken at the monthly church business meeting.• The Refurbishment committee is used to make urgent decisions outside monthly church meetings.• Archangel Architects are to project manage the build.• The church's project manager and the pastor manage day-to-day issues.
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		The status of the project (including increase in costs) has been discussed at every church business meeting. The discussion has included whether we should continue with the plans as is or reduce them. Each time, the decision has been to continue as is. The church is fully behind these plans: it is seen as essential in being able to offer the best service & facilities to the community.
b.	Local/user consultation	Already in place: Carried out consultations with all current Family Centre users as plans were drawn up. Next steps: Further consultation as plans get finalised.
c.	Land ownership	Already in place: Land and building owned by Cherry Hinton Baptist Church, and in trust with the Baptist Union
d.	Project design	Already in place: Building plans produced. Tenders have been received for the work Next steps: Refinement of the plans and cost reduction exercise using submissions from the tenderers. Selection of principal contractor.
e.	Planning approval	Already in place: Planning permission granted.
f.	Funding	Already in place: £35,000 from WREN, £1,000 from Lloyds Bank. Next steps: Raise additional funding needed.

**9. Are there any risks or potential negative impacts?
How are these being addressed?**

The building work will take 4 to 6 months to complete. During much of this time, there will be limited or no access to the centre. To avoid as much disruption to groups as possible, it is intended to carry out work over holiday periods when centre usage is lower. During other times the main church building will be used as a temporary meeting space.

10. Estimated project timescales

a.	Anticipated project start date	03/2015
b.	Anticipated project completion date	12/2015

Based on application received in December 2014, with additional updates in January 2015.