

PART B: Full Business Case

S106 Community Facilities funding for Improvements at the Lutheran Church

Approved by Capital Programme Board on 8 March 2016

S106 priority-setting context: South Area Committee on 14 December 2015 allocated up to £45,000 of devolved S106 community facilities funding, towards its wider £300,000 building improvement project (subject to project appraisal and community use grant agreement) for community facility improvements at the Lutheran Church. The improvements will benefit all current and new users. The grant funding is towards:

- A single storey extension and alterations to the Church building
- Provide a new disabled toilet
- A larger and better equipped kitchen
- Modernise existing toilet

B1. Capital Project Appraisal - Capital costs & funding – profiling (see breakdown in Appendix A)

The Lutheran Church community facilities improvements.

Total project costs are £300,000. (Of the £300,000, £173,000 directly relates to the community facility improvements) The Church have invested £200,000, from an existing endowment fund, and have raised £49,000 in donations. They have a funding shortfall of £6,000, and have submitted grant funding applications to Cambridge Historic Churches Fund, Amey Cespa and WREN. The Church are confident they will raise the £6,000, and have a fund-raising plan in place if they are unsuccessful in obtaining further grant funding from other organisations. South Area Committee agreed S106 funding up to £45,000.

B1a. VAT implications: No VAT implications identified

Total Capital Costs	£ 45,000
Total Capital Funding Requirements	£ 0 (S106 community facilities funding already allocated)

B2. Revenue Costs and Funding - N/A

	2015/16	2016/17£	2017/18	2018/19	Annual on-going
Total Annual Revenue costs	£0	£0	£0	£0	£0
Revenue funding requirements	£0	£0	£0	£0	£0

B3. Findings from feasibility study.

Full building and designs specifications have been approved by our planning dept. AC Architects Cambridge will be managing the building project.

There have been no significant changes made to the proposed project since since the S106 priority-setting process and allocation of S106 funding. Planning permission has been granted (14/2062/FUL). If S106 related project costs are less than £45,000 then the recipient will only receive amount payable for relevant costs.

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B4. Procurement Strategy N/A – Works to be commissioned by grant recipient.	
Target Dates for major procurement elements of the project (where appropriate):	
Start of procurement	N/A
Award of Contract	N/A
Start of project delivery	May 2016
Completion of project	November 2016
Date project output expected to become operational	November 2016

B5. Staffing and external contractor resources

The city council is providing a S106 grant for the grant recipient to manage the project and appoint contractors to carry out the work. The table below simply sets out city council inputs to overseeing the project and payment of grant.

Skill/level/person	Estimated no. hours	Estimated Duration	
		Start date	Finish date
Project Manager	16	August 2015 (Light touch input, initially work focused on ensuring the grant recipient met standards required – monitoring visits to take place prior to any payments being made)	December 2016
Legal	3	March 2016	April 2016

B6. Wider staff implications

None identified outside of those listed in B5 above

B7. Outline your approach to consultation

This is a S106-funded project, which was unanimously approved by South Area Committee Members on 14 December 2015. For S106-funded grants, the city council does not normally undertake consultation.

- The Church currently has to turn down requests for bookings
- They have consulted with disabled groups and local venues regarding the need for additional community space
- As a result of consultation they will be working on joint booking referrals with other local community facilities
- New residents within the CB1 developments will be able to make use of the new space by renting the facilities
- They have identified that local musicians and local music teachers would be keen to hire the room
- As a result of taking advice from other existing community facilities they are planning to develop a website, and will ensure their booking form and user policy is compatible with the residential environment, in terms of usage times, and noise levels

B8. Equalities Impact (EQIA)

The legal binding community use grant agreement stipulates that the grant recipient shall not discriminate against any community community wishing to use the premises (whether in race, gender, religion, disability, sexual orientation, age or otherwise).

B9. Environmental Impact

The project will have a very low environmental impact as little increase of vehicular movement is expected. However, as the building is in a residential area, the booking form and user policy will draw attention to the limited parking, as well as providing details of nearby public parking. Noise level of activities will be monitored and the Church will ensure the building will be not be available for after 10pm.

B10. Other Impact (s)

Positive increased user experience anticipated as a result of the proposed improvements

The way the Church has liaised with other nearby community facilities to ensure a joined up approach is very positive

The Church is located in a high-growth area, in proximity to Kaleidoscope and Accordia developments, with a rising local need for community facilities.

The project will help to deliver improved community facilities in the south of the city, helping to mitigate the impact of local development.

B11. Risk assessment

The implementation arrangements aim to mitigate the following risks:

- Delays in the delivery of the project and not meeting deadlines - By agreeing project timeframe with grant recipients, ensuring contractor in place, and requesting regular progress updates.

B12. Anticipated approach and timetable

Stage/Milestone	Outcome/Deliverable	Date of Completion
S106 4 th round project proposals taken to relevant committee	South Area Committee	December 2015
Agree terms of Community Use Grant Agreement	Grant Recipient/CCC Legal Dept	April 2016
Project Start Date	Grant Recipient	May 2016
Project Completion Date	Grant Recipient	November 2016

B13. Project Approval Sign Off

	Date agreed
Project Manager Bridget Keady	February 2016
Project Sponsor N/A (S106 grant funding arrangement)	N/A

B14 Document Checklist:

Capital funding prioritisation form	Not applicable – prioritised by South Area Committee on 14 December 2015 – http://democracy.cambridge.gov.uk/ieListDocuments.aspx?CId=122&MId=2888&Ver=4
Background documents	

Community Facility improvements at Lutheran Church: Capital costs & funding – profiling

	2015/16	2016/17	2017/18	2018/19	2019/20	Comments
CAPITAL COSTS						
Building contractor / works	£0	£0	£0	£0	£0	
Purchase of vehicles, plant & equipment (including IT infrastructure & costs)	£0	£0	£0	£0	£0	
Professional / Consultants fees	£0	£0	£0	£0	£0	
Other capital expenditure:	£0	£45,000	£0	£0	£0	S106 grant
Total Capital costs	£0	£45,000	£0	£0	£0	
CAPITAL INCOME						
Government Grant						
Developer Contributions	£0	£45,000	£0	£0	£0	S106 funding was allocated by South Area Committee on 14/12/2015
R&R funding (if applicable)	£0	£0	£0	£0	£0	
Earmarked Funds	£0	£0	£0	£0	£0	
Existing capital programme funding	£0	£0	£0	£0	£0	
Total Capital income	£0	£0	£0	£0	£0	
NET CAPITAL BID	£0	£45,000	£0	£0	£0	

Community Facility improvements at Lutheran Church: Revenue costs

S106 grant – S106 Grant - No revenue costs.

	2015/16	2016/17	2017/18	2018/19	2019/20	Comments
Maintenance						
Insurance	£0	£0	£0	£0	£0	
Operating costs	£0	£0	£0	£0	£0	
Staff (savings)/costs	£0	£0	£0	£0	£0	
Energy (savings)/costs	£0	£0	£0	£0	£0	
Other (savings)/costs	£0	£0	£0	£0	£0	
Existing budget provision	£0	£0	£0	£0	£0	
Net Revenue Implications	£0	£0	£0	£0	£0	