

Agenda



Listening Learning Leading

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Date: 26 February 2020
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A MEETING OF THE

Cabinet

WILL BE HELD ON THURSDAY 5 MARCH 2020 AT 9.30 AM

**MEETING ROOM 1, 135 EASTERN AVENUE, MILTON PARK, MILTON,
OX14 4SB**

Members of the Cabinet

Member	Portfolio
Sue Cooper (Chair)	Leader of the Council, Cabinet member for legal and democratic and Didcot Garden Town
David Turner (Vice-Chair)	Deputy Leader and Cabinet member for finance
Pieter-Paul Barker	Cabinet member for partnership and insight
Robin Bennett	Cabinet member for economic development and regeneration
Maggie Filipova-Rivers	Cabinet member for community services
Andrea Powell	Cabinet member for corporate services and communications
Leigh Rawlins	Cabinet member for planning
David Rouane	Cabinet member for housing and environment

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ITEMS TO BE CONSIDERED WITH THE PUBLIC PRESENT

Reports considered with the public present are available on the council's website.

1 Apologies for absence

To record apologies for absence.

2 Declaration of disclosable pecuniary interest

To receive any declarations of disclosable pecuniary interests in respect of items on the agenda for this meeting.

3 Urgent business and chairman's announcements

To receive notification of any matters which the chairman determines should be considered as urgent business and the special circumstances which have made the matters urgent, and to receive any announcements from the chairman.

4 Public participation

To receive any questions or statements from members of the public that have registered to speak.

RECOMMENDATIONS TO COUNCIL

5 Local Plan (Pages 3 - 52)

To receive an update on the Local Plan 2034 and consider available options.

CABINET DECISIONS

6 Community grants (Pages 53 - 152)

To consider the head of corporate services' report.

7 Community lottery review (Pages 153 - 159)

To consider the head of corporate services' report.

8 Budget monitoring

To consider the head of finance's report (to follow).

MARGARET REED

Head of Legal and Democratic

Cabinet Report



Listening Learning Leading

Report of Head of Planning

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To: CABINET

Date: 5 March 2020

South Oxfordshire Local Plan 2034 - options to progress

Recommendations

That Cabinet recommends to Council to:

- (a) note the update on the submitted Local Plan 2034 and related matters set out in the report,
- (b) leave the submitted Local Plan 2034 at examination and confirms this position to the Secretary of State for Housing, Communities and Local Government.

Purpose of Report

1. To report to councillors on the discussions with the Ministry of Housing Communities and Local Government (MHCLG); updates on the submitted Local Plan 2034 and related matters; and to consider, having assessed the risks, which option to progress for the submitted Local Plan 2034 (Local Plan).
2. Currently the Council cannot take any step-in connection with the adoption of the submitted Local Plan 2034 owing to a Temporary Direction being in place. However, following discussion with MHCLG and confirmation that the Secretary of State maybe minded to withdraw the Temporary Direction before this Cabinet meeting on 5 March, councillors will be able to consider this report on the Local Plan without being in breach of the Temporary Direction.

Corporate Objectives 2016 - 2020

3. The submitted Local Plan contributes towards four of the Council's six strategic objectives:
 - invest in the district's future;
 - unlock the potential of Didcot;
 - homes and jobs for everyone; and
 - build thriving communities.

Background

Previous Cabinet Recommendation

4. Officers reported to Cabinet on 3 October 2019 regarding progress on the Housing Infrastructure Fund (HIF) and provided three options to progress the submitted Local Plan. These options were:
 - a) continue submitted Local Plan at examination,
 - b) withdraw submitted Local Plan and progress a revised version of the Local Plan through consultation and
 - c) withdraw submitted Local Plan and start a new plan.

Cabinet resolved, in summary, to recommend to Council that it wanted to withdraw the Local Plan and start a new plan as soon as practicable. The Cabinet report and resolution is attached as Appendix 1.

Temporary Direction

5. Council was scheduled to consider the Cabinet recommendation on 10 October 2019. However, on 9 October, the Secretary of State issued the Council with a Temporary Direction under Section 21A of the Planning and Compulsory Purchase Act 2004 (as amended).
6. This means, whilst the Secretary of State considers his next steps, the Council cannot take any steps in connection with the adoption of the submitted Local Plan, and the submitted Local Plan has no effect while the Temporary Direction is in force.

Oxfordshire County Council Decision

7. Oxfordshire County Council received a letter on 3 February from MHCLG regarding discussions on a potential invitation from the Secretary of State to prepare and potentially approve South Oxfordshire's Local Plan. The County Council considered this at a meeting on 11 February and how to respond in the event of an invitation by the Secretary of State. The County Council resolved that if they were invited to prepare the Local Plan, they would accept the invitation, subject to financial assurance that all costs would be reimbursed.

Oxford City Local Plan

8. One of the influences on Cabinet's recommendation in October 2019 was the uncertainty regarding Oxford City unmet housing need. Since Cabinet made its recommendation, there has been a change in circumstances regarding the Oxford City Local Plan. The Oxford City Local Plan examination has progressed to the next stages, with hearing sessions held in December 2019. The Inspectors provided their interim conclusions to the City Council in January 2020. The Inspectors' interim conclusions made it clear that their preliminary view was the calculations of the overall housing need and supporting documents were sound. Oxford City Council, on behalf of the Inspectors, are currently consulting on main modifications from 14 February to 27 March 2020.

Activities since the Temporary Direction

Correspondence and meetings in relation to the Direction

9. Since the Secretary of State issued the Temporary Direction on the 9 October 2019, there have been a number of meetings and various exchanges of correspondence between officers, the Leader of Council and MHCLG.
10. To view the correspondence, please refer to the Council's website at the following link <http://www.southoxon.gov.uk/services-and-advice/planning-and-building/planning-policy/local-plan-2034>

Housing Infrastructure Fund (HIF) Update

11. At a meeting on 15 October 2019, Oxfordshire County Council's Cabinet resolved to authorise the County Council's Chief Executive in consultation with a cabinet member and the Leader of the County Council to approve the grant determination agreement, subject to confirmation from Homes England that the contract pre-conditions relating to the South Oxfordshire Local Plan had been met. Homes England have not yet signed the agreement.

The Oxfordshire Plan 2050

12. South Oxfordshire District Council has continued to engage actively in the production of the Oxfordshire Plan 2050, including attendance at the regular officer liaison meetings, Duty to Cooperate meetings and the councillor Oxfordshire Plan Sub-Group meetings. Officers have been proactively involved in the production of tender briefs for specialist evidence-based work streams and the assessment of the subsequent tender submissions, appointments and steering groups.
13. More recently, on 17 February 2020, a round table session on the Oxfordshire Plan 2050 was held to update councillors on the progress and scope of the Oxfordshire Plan 2050.

Local Plan examination

14. Officers have continued to verbally update the Local Plan Programme Officer appointed to oversee the Local Plan examination. Officers also wrote to the Inspectors via the Programme Officer on 13 February 2020 to confirm that the

Temporary Direction was still in place and that there continued to be constructive dialogue between officers, councillors and MHCLG.

OPTIONS TO PROGRESS THE SOUTH OXFORDSHIRE LOCAL PLAN

15. There are two options that officers believe would be currently open to the Council in relation to the Local Plan.
16. Councillors will recall from previous Cabinet Reports of July and October 2019, that there were three options presented with their associated advantages and risks. These were: Option A (continue submitted Local Plan at examination), Option B (withdraw submitted Local Plan and progress a revised version of the Local Plan through consultation) and Option C (withdraw submitted Local Plan and start a new plan). However, two of these options (B and C both involving withdrawing the Local Plan) may no longer be practical or prudent given the Secretary of State's clear intention to intervene to prevent this from happening. The Temporary Direction and correspondence with MHCLG leave little doubt that the plan will be progressing through examination, with or without the Council's support and involvement.
17. Notwithstanding the above comments, officers believe the Council now has two options which are as follows:
 - Option A) leave the submitted Local Plan to continue through its examination;
 - Option B) withdraw the Local Plan from examination.

Option A – support the submitted Local Plan to continue through its examination

18. Option A would allow the submitted Local Plan to continue through its examination, with South Oxfordshire District Council participating in the process. There may be a conditional letter from the Secretary of State about the Councils approach towards the progression of the examination, particularly around the development of new evidence that could harm or undermine the Local Plan, which would not be considered appropriate.
19. The Local Plan examination has been on hold since the Secretary of State issued the Temporary Direction. The timetable for the submitted Local Plan at examination is steered by the Planning Inspectors. Although the appointed Inspectors for the examination provided the Council with some initial questions prior to the Temporary Direction, the Inspectors have not issued their Matters nor a timetable for the hearing sessions. The Council has not been able to respond to the Inspectors' questions because the Temporary Direction prevents the Council undertaking work on the Local Plan.
20. If the Secretary of State withdraws the Temporary Direction and no new Direction is given, the Local Plan examination could progress swiftly without further delay. Subject to the Inspectors' management of the process, we could potentially see an Inspectors' Report in late autumn, with adoption of the Local Plan by the end of the year, December 2020.
21. By progressing with the Local Plan examination under Option A, the Council would be recognising that this will allow Councillors' concerns about the Plan (for instance

the scale of growth and weight given to responding to the climate emergency) to be rigorously and independently tested by the local plan Inspectors.

22. This option also recognises that the Council's planning policy officers are best placed to take the Plan through examination, given they developed the draft Plan and have the best experience, local knowledge, depth of information of sites, understanding of issues and awareness of community concerns to bring to the examination process. The staffing of other options is uncertain.

Option B – withdraw the Local Plan

23. Option B would seek the withdrawal of the Local Plan from examination. However, it is highly likely that if this Option is taken, it will result in another intervention by the Secretary of State, which could be wider than just the Local Plan. Although there are several types of intervention available, (e.g. just the local plan, plan-making, planning function), not knowing which one he would take, would delay progress of the examination and we would be vulnerable to more significant interventions which could have serious implications for the Council. The delay would also mean the commencement of any new local plan would be significantly delayed.

Advantages and Risks

24. The advantages and risks of both options are set out below, and also in a tabulated form at Appendix 2.
25. All advantages and risks identified for Option B are based on the assumption that the Secretary of State will intervene, which is based on correspondence from both the Secretary of State and MHCLG.

Shared Advantages of Options A and B

Development Certainty

26. Having an adopted Local Plan in place following examination provides greater certainty to all interested parties, local communities and businesses as to where and when new development will take place and certainty for neighbourhood development plans. It gives the Council greater influence over where development will take place, reducing the prospect for planning by appeal (speculative development) and associated costs.
27. The Core Strategy (2012) was adopted 8 years ago. There is a requirement in the National Planning Policy Framework (NPPF) (paragraph 33) to review local plans at least every 5 years. This is to ensure that the policies take into account any changes in circumstance affecting the area and/or any changes in national policy and guidance. The NPPF requires strategic policies to look ahead over a minimum 15 year period from adoption (paragraph 22), therefore, the Core Strategy runs to 2027. However, this has no bearing on whether a Plan is considered up to date.

Didcot Garden Town

28. The Garden Town Status of Didcot is underpinned by a commitment to deliver 15,000 homes by 2031. Proceeding with examination under these options provides the greatest protection to Garden Town Status. At this time, the Council is eligible for grant funding from Homes England to support and advance the garden town

implementation work. Having a Local Plan in place gives the Council a better opportunity for successful future funding bids.

Community Infrastructure Levy (CIL)

29. Continuing with examination under either option will enable the Council to update its CIL and capture land value increases.

Oxfordshire Housing and Growth Deal

30. The Deal agreed by all Councils and MHCLG provides funding towards some infrastructure projects in South Oxfordshire, such as at Watlington, Benson and Didcot. By continuing the examination under either option, the risk to the Deal is limited.

Shared Risks of Option A and B

Evidence Base

31. As time has progressed a number of evidence base documents are becoming more dated. They are likely to be satisfactory for the current examination, but this is a risk for examination.

Advantages of Option A

Local Democracy

32. Option A is likely to be the only option where the Council retains the authority to fully participate over the production, examination including modifications, and adoption of the Local Plan.

Timescales

33. Option A is the quickest and most certain route to an up to date Local Plan and to update the strategic policies of the Core Strategy (2012).
34. It is more likely under Option A that the Local Plan examination will precede the publication of the Oxfordshire Plan 2050 evidence base. This would minimise risk of it undermining the Local Plan and associated evidence base.

Duty to Co-operate

35. Since the previous Cabinet report dated 3 October 2019, the Oxfordshire authorities continue to support the Local Plan remaining at examination and leaving the Plan at examination under Option A helps to demonstrate that we have met the legislative requirements of the Duty to Cooperate.

Local Plan Soundness

36. Officers' believe the submitted Local Plan is legally compliant and it is sound.

Risks of Option A

Local Plan Soundness

37. There is a low risk that the submitted Local Plan is found unsound by the Inspectors, however Inspectors can, and do usually suggest Modifications to make the Local Plan sound if asked to do so by the Council and we have requested this. If the submitted Local Plan is found to be sound and is adopted or approved, there is a period of 6 weeks, post adoption, where the Plan is subject to legal challenge at the High Court. This is an inherent risk within any local plan process.

Advantages of Option B

Cabinet Recommendation

38. Option B is more closely aligned with Cabinet's recommendation to Council on 3 October 2019.

Housing Infrastructure Fund (HIF)

39. If Oxfordshire County Council are invited to prepare and adopt the Plan under Option B, they, as custodians of the HIF, could be well placed to implement it, giving assurance to Government and our communities relying on HIF schemes being implemented.

Legal challenge to adoption

40. If the submitted Local Plan is found to be sound, it could be adopted or approved by another body. There is a period of 6 weeks, post adoption, where the Plan is subject to legal challenge at the High Court. In these circumstances, as the Council would not be the decision maker, any associated legal and financial risks would sit with the other body and eventually be reimbursed by the Council.

Risks of Option B

Local Democracy

41. Option B is likely to trigger an intervention from the Secretary of State. Local decision making on the Local Plan (through examination and for adoption) would be lost. The Secretary of State can ask Oxfordshire County Council or another body to prepare and potentially approve the Local Plan. The County Council have determined that if asked by the Secretary of State, they will accept this invite.
42. There is a risk that another body recommends main modifications to the plan that are found sound, and these conflict with the Council's priorities.

Timescales

43. Option B would likely delay the examination of the Local Plan.

Duty to Cooperate

44. Option B could have a negative impact on our working relationships and reputation with neighbouring authorities, in particular Vale of White Horse District Council with shared officers for both Councils, as well as impacting on relationships, reputation and partnerships with Government and our communities. This could harm any successful outcome of future funding bids.

Local Plan Soundness

45. As stated above, an advantage of Option A is that officers' consider the submitted Plan to be sound. The soundness of the Plan is less certain under Option B as another body may not have the in-depth knowledge and background to justify policies that may undermine its soundness.

Legal challenge to adoption

46. If the submitted Local Plan is found to be sound the Secretary of State could ask the Council to consider adopting the Plan. There is a period of 6 weeks, post adoption, where the Plan is subject to legal challenge at the High Court. In these circumstances, the Council would be the decision maker and any associated legal and financial risks would sit with the Council.

Development Certainty

47. Option B is likely to delay the examination and the adoption of the Local Plan more than it would be under Option A. This may increase speculative planning applications, despite the Council having a strong five year housing supply. This could lead to planning appeals and associated applications for costs against the Council for perceived unreasonable behaviour.

Neighbourhood Development Plans

48. The risk is that uncertainty for Neighbourhood Development Plans will be more protracted under Option B that it would be under Option A.

Community Infrastructure Levy (CIL)

49. The risk is that an update to CIL will be more delayed under Option B that it would under Option A

Housing Infrastructure Fund (HIF)

50. The risk is that implementation of HIF could be slightly more delayed under Option B that it would be under Option A.

Assessment of Options

51. It is highly likely that regardless of whether the Council takes Option A or B, the result will be the continued progression of the Local Plan examination.
52. Progressing the Local Plan brings some important advantages. These include providing greater certainty to our communities, partners and neighbourhood plan steering groups about development in the District, and a lower risk of speculative applications and resultant appeals which are not policy complaint, unpopular with communities, and expensive and resource-hungry to service.
53. Option A is likely to be the quickest and most certain way to ensure that we have an up-to-date Local Plan since we adopted the Core Strategy in 2012.
54. Importantly Option A is likely to be the only option whereby the Council retains the authority to fully participate in the production, examination, modifications process, and adoption of the Local Plan.

55. Option B is more closely aligned with the Cabinet's previous recommendation to Council to withdraw the Local Plan; however, this option would likely trigger intervention from the Secretary of State and result in local decision-making on the Local Plan being lost. Oxfordshire County Council have determined that if asked they will accept an invitation from the Secretary of State to prepare and potentially adopt the Local Plan. There is a risk that another body recommends main modifications to the plan that are found sound and that could conflict with the Council's priorities.
56. Another key risk of Option B is that a Council decision for this option could have negative impact on our working relationships and reputation with neighbouring authorities, government and our communities.
57. If Option B is agreed and the Secretary of State invites Oxfordshire County Council to prepare and potentially adopt the Local Plan, all the costs incurred by the County Council could be reclaimed from this Council. We have no indication of what this might be, but it would be significant and could be beyond the Council's control, creating risks to the budget.
58. Option A is the quickest route to commencing a new local plan beyond the Local Plan 2034. The consequences of Option B are likely to mean a longer period before the Council could commence a new local plan.
59. Officers believe that the advantages and risks of Option A outweigh those of Option B and therefore, officers recommend Option A.

Modifications

60. The Inspectors may suggest modifications to the plan through the course of the examination and the limitations of this process was set out in the previous Cabinet report, 3 October 2019.
61. Option A would give the Council the opportunity to recommend modifications following the Inspectors' questions and the outcome of the hearing sessions. Officers have already started a Schedule of Modifications following the Regulation 19 consultation.
62. Officers understand that Councillors have concerns with certain aspects of the Plan as described in previous reports, e.g. Cabinet 3 October 2019 and a letter from the Leader of Council to the Secretary of State, dated 17 January 2020.
63. To assist, officers will explore with Councillors how some of the concerns can be addressed through potential modifications through the examination process. However, councillors must be aware that such modifications must be made for soundness or legal reasons and it is at the discretion of the Inspectors whether they are agreed.

Financial Implications

64. Any decision that has financial implications must be made with regard to the knowledge of the Council's overarching financial position.
65. The preparation of the Local Plan is primarily undertaken by the Planning Policy team and is supported by the production of an extensive evidence base with

significant input from other areas of the Council. Option A, to continue with the examination, would be met from the existing Planning Policy budget. Option B has unknown costs and it is not known if these can be met from the existing Planning Policy budget.

66. If the Secretary of State intervenes following a recommendation of Option B, the Council would be responsible for the costs associated with examination. At this time, it is unknown what form this intervention may take and therefore there is no precise estimate as to any costs that might be incurred. If the Secretary of State were to invite the County Council to prepare and potentially adopt the Plan then it is known from the letter of 3 February 2020 from the Director General of Decentralisation and Growth to the Chief Executive of the County Council that their costs would be fully recoverable. However, these costs could be a significant amount and it provides uncertainty for the Council.

Legal Implications

67. The Publication version of the South Oxfordshire Local Plan has been produced under regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (“Local Planning Regulations”).
68. Councils are required by law to prepare a Development Plan for their administrative area and the process for doing that is governed by statute. The regulations require councils to notify and invite comments from a range of specified persons and organisations on their development plan proposals.
69. In the absence of an up to date local plan, our ability to decide the type and location of development that comes forward is significantly weakened. There is a requirement to review local plans every five years. The Core Strategy was adopted in 2012.

Local Plan Intervention

70. The Temporary Direction was initially made under the provisions of Section 21A of the Planning and Compulsory Purchase Act 2004 (as amended). This means that the submitted plan has 'no effect whilst the direction is in force', this is set out in Section 21A(2) of the Planning and Compulsory Purchase Act 2004 (as amended).
71. The Secretary of State is also considering the use of powers under Section 27 of the 2004 Act. Section 27(1) and (2) of the 2004 Act provides:
- “(1) This section applies if the Secretary of State thinks that a local planning authority are failing or omitting to do anything it is necessary for them to do in connection with the preparation, revision or adoption of a development plan document.
- (2) The Secretary of State may— (a) prepare or revise (as the case may be) the document, or (b) give directions to the authority in relation to the preparation or revision of the document.”
72. Furthermore, he could exercise powers under Section 27A of, and paragraph 7B of Schedule A1 to, the 2004 Act and invite Oxfordshire County Council to prepare the Plan. Paragraph 7B of Schedule A1 to the 2004 Act provides:

“If the Secretary of State—

(a) thinks that a lower-tier planning authority are failing or omitting to do anything it is necessary for them to do in connection with the preparation, revision or adoption of a development plan document, and

(b) invites the upper-tier county council to prepare or revise the document, the upper-tier county council may prepare or revise (as the case may be) the development plan document.”

Power to withdraw the Local Plan

73. Section 22 of the Planning and Compulsory Purchase Act 2004 provides the mechanism for a local planning authority to withdraw a local plan at any point before adoption.
74. Officers believe that any decision to withdraw the plan should be based on sound planning reason(s) with a robust rationale.

Duty to Cooperate

75. Section 33A of the Planning and Compulsory Purchase Act 2004 (as inserted by the s110 of the Localism Act 2011) (“S.33A”) provides that local planning authorities must co-operate with other local planning authorities in maximising the effectiveness with which activities such as the preparation of local plan/development plan documents are undertaken so far as they relate to strategic matters. This ‘duty to cooperate’ requires the local authority to engage constructively, actively and on an ongoing basis in any process by means of which activities such as the preparation of Local Plan are undertaken.
76. If the person(s) appointed to carry out the independent examination considers that the council has not complied with its duty under S.33A in relation to the preparation of its local plan, the person can neither recommend adoption nor modifications and in such cases, and the Council cannot then adopt the Local Plan.
77. The legal Duty to Cooperate will be examined by the appointed Inspectors in the examination. Relevant matters under the Duty would include the unmet need from neighbouring Oxford and infrastructure opportunities provided by the Growth Deal.

Conclusion

78. Cabinet is asked to note the updated position in relation to the Local Plan.
79. This report sets two options available to councillors with the associated advantages and risks. It also identifies the potential for modifications through the examination process. Cabinet is asked to consider the two options set out in this report and to make any recommendations to Council.
80. There are more advantages and less risks for Option A when compared to Option B, and significant uncertainties about the consequences of Option B. Therefore, officers recommend Option A.

Appendices

1. Report to and decision of Cabinet of 3 October 2019
2. Advantages and risks to options A and B (Table)

Background Papers

1. Report to and decision of Council of 18 July 2019
2. Report to and decision of Council of 20 December 2018
3. Report to and decision of Council of 28 September 2017
4. [Didcot Garden Town Housing Infrastructure Fund \(HIF\) Heads of Terms/Contract](#)
5. Oxford City Inspectors' Interim conclusions

Cabinet Report



Listening Learning Leading

Report of Head of Planning

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To: CABINET

Date: 3 October 2019

Local Plan 2034; options to progress

Recommendations

That Cabinet:

- (a) notes the progress officers have made in their discussions with Oxfordshire County Council, Ministry of Housing, Communities and Local Government and Homes England on options to protect the Housing Infrastructure Fund (HIF) offer made to Oxfordshire County Council and infrastructure projects that could be delivered by it,
- (b) considers the officer recommendation to progress with the submitted South Oxfordshire Local Plan 2034 through the examination process, Option A,
- (c) considers Options A, B and C, as set out in this report and recommends its preferred Option to Council.

Purpose of Report

1. To report to Councillors on the progress made in responding to the Council resolution of 18 July 2019 regarding the Housing and Infrastructure Fund (HIF) and to consider, having assessed the risks, which option to progress the Local Plan 2034.

Corporate Objectives

2. The emerging Local Plan contributes towards four of the Council's six strategic objectives:
 - invest in the district's future;
 - unlock the potential of Didcot;
 - homes and jobs for everyone, and
 - build thriving communities.

Background

3. At the Council meeting on 18 July 2019 it resolved to:
 - “(1) express its determination to maintain its housing land supply and avoid speculative development;
 - (2) express its continued support for the Housing and Infrastructure Fund (HIF) funding and infrastructure projects that could be delivered by it;
 - (3) ask officers to explore with Oxfordshire County Council, Homes England and the Ministry of Housing, Communities and Local Government options for protecting the HIF funding whilst enabling the council to address concerns about the current emerging Local Plan 2034 including (but not limited to) climate change issues, Oxford City's unmet housing need, and to report back to Cabinet and Council;
 - (4) recognising that the Climate Change Emergency is all too real and is recognised to be of key and statutory importance under the Climate Change Act 2008 and the associated objective of “zero carbon by 2050”, express its wish to do all that it can to respond through the Local Plan process;
 - (5) agree that as soon as practicable, alongside satisfactory progress being made on resolving issues in the emerging Local Plan, work on a subsequent Local Plan shall commence, strengthening climate change considerations.”

UPDATE ON OFFICER ACTIONS

Background

4. In March 2018, the Council and the other authorities in Oxfordshire signed the Oxfordshire Housing and Growth Deal (Deal). This committed the Councils to support the delivery of 100,000 new homes across Oxfordshire between 2011 and 2031. In return, over a period of five years, Government offered £215m of funding; £150m for infrastructure projects, £60m for affordable housing, and £2.5m for the preparation of a Joint Statutory Spatial Plan and £2.5 for wider administrative costs associated with the Deal. The Deal committed the Oxfordshire authorities to submitting outstanding local plans for examination by 1 April 2019 (South Oxfordshire & Oxford City).

5. Paragraph 010 of the Guidance¹ states that where a Deal is in place, it is appropriate for the Council to consider whether the Deal justifies uplifting our housing need beyond the standard method. The emerging Local Plan considered that the Deal justified an uplift in need to 775 homes per annum (in line with the SHMA recommendations for South Oxfordshire).
6. In March 2019, Oxfordshire County Council (OCC) was successful in bidding for £218 million of funding from the Government's Housing and Infrastructure Fund (HIF). It is intended this will contribute toward providing new infrastructure costing £234 million across South Oxfordshire and the Vale of White Horse districts. OCC are finalising an agreement with Homes England (on behalf of Government) before they will secure any of the offered funding. The infrastructure projects that would be delivered by HIF are:
 - a Didcot Science Bridge on the A4130 – going over the railway line and Didcot A Power Station site and joining the A4130 Northern Perimeter Road;
 - improvements to the A4130 from the Milton Interchange by making it a dual carriageway;
 - a new river crossing at Culham; and,
 - a bypass at Clifton Hampden.
7. These HIF schemes are identified in both South Oxfordshire and Vale of White Horse District Councils' emerging Local Plans to enable and support the delivery of development growth across Southern Oxfordshire. These schemes along with transport schemes identified through the Deal are intrinsically interlinked to each other and to some of the committed and planned housing development in the Didcot and Science Vale area, as set out in relevant local plans. These funding streams are part of a wider highway strategy to support the delivery of housing growth but to also mitigate the impact of existing and approved developments.
8. Officers have been working with colleagues from OCC since the outset of the preparation of the emerging Local Plan. This has enabled the assessment of transport and other infrastructure requirements arising from planned development. This has included joint working on transport evidence to both test the proposals in the emerging Local Plan and to determine what level of infrastructure would be necessary. This collaboration has informed policy requirements and supported the production of the Infrastructure Delivery Plan submitted with the emerging Local Plan to examination.
9. At each stage of the formal consultation process we have received detailed representations to the Local Plan from OCC.

Summary of progress

10. In response to part 3 of the 18 July resolution the following summary provides progress in exploring options with Homes England, as at the time of writing this report;

¹ Planning Practice Guidance – Housing Needs Assessment, Paragraph 010.

11. On 26 August 2019, the leader of the council received a letter (Appendix 13) from the Secretary of State for Housing, Communities and Local Government setting out his view that *“the HIF is contingent on identified housing sites coming forward in an adopted Local Plan and, as the previous Housing Minister set out, the government expects progress on your Local Plan in order to access this funding”*.
12. In addition, in relation to the Deal, the Secretary of State stated that *“should local decisions undermine that framework, the Government would be less inclined to provide local infrastructure funding, both now and in the future”* (his underlining).
13. On 5 September 2019 senior officers and councillors met with the Director General for Decentralisation and Growth, from the Ministry of Housing, Communities and Local Government (MHCLG), to discuss issues relating to the emerging Local Plan and the linkages to HIF and the Deal.
14. Following a positive discussion with South Oxfordshire District Council, officers from MHCLG offered to explore what options may exist, recognising the current democratic timescales, pressures and the shared desire to maintain existing Deal commitments. MHCLG officers have worked closely with council officers to look at ways that the ambitions can be achieved within the context of the HIF. A further letter (Appendix 18) following these discussions was received from the Director General for Decentralisation and Growth on 20 September 2019. It has become clear that the view of MHCLG, from meetings and letters of 26 August 2019 and 20 September 2019, that their preference is that the emerging Local Plan should remain in examination.
15. In the letter of 20 September 2019, it states that should the council choose to withdraw the plan *“it would immediately put at risk the significant investment that the Government has made available to South Oxfordshire and the wider County, including jeopardising the £218m recently allocated through the HIF (Didcot Garden Town)”*. The letter also says, *“this is because the funding is dependent on the delivery of specific sites”*.
16. However, the letter of 20 September 2019 is less categorical in relation to the Deal compared to the HIF, stating that *“withdrawing the plan will also undermine the wider ambitions and commitments of the Housing and Growth Deal and therefore potentially impact future investment to support ambitions either directly or as part of the Growth Deal of Oxford-Cambridge Arc.”*
17. There is a milestone within the Deal that the Local Plan is submitted, however that whilst this milestone was viewed as achieved, it is not clear whether government would continue the Deal should the plan be withdrawn, either with or without South Oxfordshire as Government’s position regarding this point is unclear.
18. MHCLG has acknowledged the ambitions for sustainable growth that the council wants to achieve. To this end they have indicated a willingness to engage in ways that they could assist the council in delivering their aspirations.
19. The current draft HIF contract is between Oxfordshire County Council and Homes England representing MHCLG. The contract contains a pre-condition obligation for South Oxfordshire to have a submitted Local Plan. Alongside this, officers from OCC have been exploring the option of whether a different mix of already approved housing sites and associated number of houses is sufficient to secure

the HIF given the current pressures and demands on existing infrastructure across the Didcot Garden Town area of influence. OCC officers remain in conversations with Homes England (on behalf of government) on this issue. Ultimately this will be a decision for Homes England to make as to whether it satisfies the conditions of the HIF. At this time officers are unaware of the position that Homes England will take regarding this decision.

20. MHCLG has been working with the council and partners to try and find a solution to HIF should the council choose to withdraw the emerging Local Plan. However, there are contractual constraints and government are reluctant to set a precedent when they have taken a firm line with other councils or areas in respect of the contractual restrictions on HIF. Officers have also explored the idea of pausing work on HIF for an agreed period of time and to secure an equal extension of milestone dates which potentially would allow the council to develop options without there being an immediate impact on the HIF offer discussions. The feedback from OCC and MHCLG officers is that the end date of HIF, March 2024, is a HM Treasury date and it is unlikely that Treasury would agree to change this date. Officers are advised that it is unlikely that HM Treasury would agree.

Maintaining housing land supply

21. Officers have continued to explore approaches to the council's five-year housing land supply and how this can best be maintained. Since the Council meeting, on 18 July there have been a series of updates to the National Planning Practice Guidance (NPPG). Included within these updates are helpful additions to the guidance relating to the demonstration of a housing land supply beyond five years and the utilisation of a 'stepped trajectory'.

"As set out in the National Planning Policy Framework, local planning authorities should identify a supply of specific, developable sites or broad locations for growth for years 6-10 and, where possible, for years 11-15. Local plans and spatial development strategies may be able to satisfy the tests of soundness where they have not been able to identify specific sites or broad locations for growth in years 11-15. However, if longer-term sites are to be included, for example as part of a stepped requirement, then plan-makers will need to demonstrate that there is a reasonable prospect that they are likely to come forward within the timescale envisaged."

NPPG, Paragraph: 019 Reference ID: 68-019-20190722

22. Officers have reviewed the potential to introduce a stepped trajectory into the Local Plan's housing supply calculation which better reflects the anticipated supply within the plan trajectory, noting the lead in times expected for larger strategic sites. This provides a positive five-year housing land supply in the first five years of the plan from this point forward and from adoption. Appendix 1 shows the revised position as it would relate to the submitted Local Plan (option A) and commentary on the other two options, B & C, is set out in terms of the five year housing land supply. It is not possible to determine exactly what the five year supply for Options B and C would be as the level of housing need and the level of housing supply are unknown at this time.

OPTIONS TO PROGRESS THE SOUTH OXFORDSHIRE LOCAL PLAN

23. This section of the report identifies three options that officers believe are currently open to the Council to progress the Local Plan.

24. An additional option was presented in one of the background papers to this report (18 July Cabinet/Council report; option 2) which considered the use of modifications as part of the examination process to address concerns of councillors, as understood by officers. The Inspectors undertaking the examination into the emerging South Oxfordshire Local Plan advised, on 5 July, via the Programme Officer that; (included within Appendix 2):

“As regards the future of the South Oxfordshire Local Plan, way forward is clearly a matter for the Council, but the Inspectors would like to make two very important points in respect of Option 2. Firstly, the changes referred to will presumably not have been subject to Regulation 19 consultation. Secondly, the Inspectors can only recommend main modifications where they are necessary to ensure the soundness or legal compliance of the submitted plan. Changes that are considered desirable for whatever reason by the Council and would amount to main modifications but are not necessary to remedy the soundness or compliance of the submitted plan will not be recommended by the Inspectors as main modifications and cannot be taken forward.”

25. This option is open to councillors, but any potential changes proposed to the emerging Local Plan need to address any soundness or compliance issues with the submitted plan, which could be considered by the Inspectors. Any modifications requested will be at the sole discretion of the Inspectors. This Option is not contained in detail within this report, but remains within Option A.

26. As part of officer discussions with MHCLG, in the Director General for Decentralisation and Growth letter, 20 September 2019 (Appendix 18), they suggest that:

“it is not uncommon for major and minor modifications to be sought during the examination process where there is a compelling and strong case for changes to improve the soundness of the Plan.”

27. Officers have already proposed main and minor modifications at the time of the submission of the Local Plan 2034 (Appendix 14) and the Inspectors have provided their initial comments on these. The inspectors advise, in the case of the main modifications, that they appear acceptable and necessary for soundness or effectiveness, and they ‘may be justified’. They refer to modifications relating to several of the strategic policies. However, the Inspectors have stated that some modifications *“are either not necessary for soundness or are not themselves sound and should not be taken forward”*, therefore a risk that any proposed modifications may not be accepted.

28. If the council sought to propose further modifications, given that the hearing sessions have yet to start, this may be more straightforward than during the course of the hearings. Any changes would need to be evidenced, if necessary, with corresponding Sustainability Appraisal work. It is helpful that the Inspectors have submitted their initial questions to us (Appendix 14), the last and third set was received 24 September 2019. Having received these questions, there is

potential to respond to any issues raised, especially those that reflect the issues raised by Council in July 2019.

29. The risks and benefits for each Option are set out in this report and should be read in conjunction with the background report, 18 July 2019. The options are summarised as follows:

Option A) Allow the emerging Local Plan to continue through its examination. Any modifications proposed during the examination will be considered at the sole discretion of the Inspectors.

Option B) Withdraw the Local Plan from examination and make changes to it ahead of a further regulation 19 consultation and resubmission to the Inspectorate for examination. The extent of the changes to the Plan that would be possible under Option B would be limited to no significant changes, in comparison to those that could be made under Option C. Any representations made at that Regulation 19 would be reported to and considered by the Inspector and would not be within the control of the Council.

Option C) Withdraw the Local Plan from examination. The Council would commence work on a new Local Plan. This will allow the Council to prepare a significantly different plan (subject to compliance with the law, and national policies and guidance). The Council would need to undertake at least two rounds of public consultations (Regulation 18 and 19) before submitting the new plan for examination.

Option A – Progress with the emerging Local Plan

30. Option A would allow the emerging Local Plan to continue through its examination. Any modifications made during the examination will be entirely at the sole discretion of the Inspectors.

31. Within this option, the scope to introduce fundamental changes to the Plan is very limited. This is because the Inspectors would only recommend making significant changes to the Plan, known as “main modifications”, if they considered that the changes were necessary to make the Plan “sound” (this is the key test that the Inspectors will be considering).

32. It is possible for the council to deal with some of the issues raised by Council in July by publishing supplementary planning documents (SPDs) that link to the adopted Core Strategy and the emerging Local Plan. These could add detail to the policies in the Plan but could not fundamentally change the policy direction. Supplementary Planning Documents are not subject to the same level of scrutiny and do not form part of the Council’s development plan, but are capable of being material considerations in the determination of planning applications. By way of example, this option could be used to address some, but not all, of the issues raised in relation to Climate Change and Biodiversity.

33. The current timetable for the emerging Local Plan at examination is steered by the Planning Inspectors, including any potential lengthening of the examination process to address any of the Inspectors’ concerns.

34. Although the Inspectors have provided the Council with some initial questions, they have not yet issued their Matters nor a timetable for the hearing sessions. The hearing sessions could possibly be later this year or early next and using the standard Inspectorate timetable for examination, an Inspectors report could be summer 2020, although if Modification consultation is undertaken, which is likely, it could be autumn 2020 before we receive an Inspectors report. This is an estimation of timing, as we are in the hands of the Inspectors.

Option A: Advantages

35. Option A is the quickest route to an up to date Local Plan. It is a statutory obligation for the Council to prepare a Local Plan. The National Planning Policy Framework 2019 (NPPF) requires Councils to maintain an up to date development plan and that they should also review their policies in the local plan at least once every five years.
36. The Core Strategy was adopted in December 2012 and prior to the latest version of the NPPF (2019) and updated Government Guidance. Option A provides the quickest route for the Council to update the strategic policies of the Core Strategy.

Housing Infrastructure Fund (HIF)

37. The emerging Local Plan identifies in both the plan itself and the supporting Infrastructure Delivery Plan the need for infrastructure projects which HIF will help deliver. Under this option, subject to contracts being signed by OCC and Homes England/MHCLG, local infrastructure necessary to support existing and proposed housing is more secure.
38. The Local Highway Authority (OCC) is of the view that both the HIF and the Deal projects are required to enable them to deliver their transport strategy and support existing and proposed housing growth. They raise no in principle objection to the submitted emerging Local Plan, subject to HIF being successful.
39. HIF schemes not only benefits existing and new development and our communities in South Oxfordshire, but also in the Vale of White Horse. The Vale of White Horse District Council adopted Local Plan Part 1 includes housing allocations that rely on infrastructure supported by HIF. For example, OCC's current position in the Sutton Courtenay / Culham / Clifton Hampden area is that one additional trip has a residual cumulative severe impact on the highway network, which has been supported by planning application appeal inspectors. This means it is unlikely that developments in the vicinity will be able to be supported by the Highways Authority. There is also a significant amount of committed growth in the area which has to be accommodated on the highway network which is currently presenting issues at peak times.

Housing and Growth Deal

40. The Deal agreed by all councils and MHCLG provides funding towards some infrastructure projects in South Oxfordshire, such as at Watlington, Benson, Wallingford and Didcot. By continuing the current plan, the risk to the Deal is limited. In addition, in reference to the 26 August 2019 letter (Appendix 13), there would be a greater likelihood of future funding.

41. The Deal also provides a three year housing land supply test for the purposes of decision making while the Oxfordshire Plan 2050 is under preparation. That gives the Council more protection against speculative development. The Deal also introduces a bespoke Housing Delivery Test for Oxfordshire to apply in the first three years following adoption of the Oxfordshire Plan 2050. The Housing Delivery Test is an annual measurement of housing delivery in each Council area. The consequences for not meeting this test is a presumption in favour of sustainable development.
42. Notwithstanding our current strong five year housing land supply, the absence of an up to date Local Plan could result in an uncoordinated approach to development, leading to inappropriate and incremental development being allowed on appeal that does not take account of cumulative implications and requirements for supporting infrastructure, with the potential for adverse environmental impacts. The locations where speculative applications are more likely to be pursued are those areas of the district which are located outside the Oxford Green Belt and the Areas of Outstanding Natural Beauty as these areas have higher protection under the NPPF.

Development Certainty

43. Having an adopted Local Plan in place provides greater certainty to all interested parties, including local communities and businesses, as to where and when new development will take place. By the same token it gives the Council greater control over where development will take place, reducing the prospect for planning by appeal (speculative development) and associated costs.
44. Progressing with the emerging Local Plan provides strength and certainty for neighbourhood plans, allowing them to progress and shape development in their area, avoid need for early review and allow them to contribute to the delivery of housing need.

Duty to Co-operate

45. An advantage of continuing with Option A is that the emerging Local Plan is widely supported by adjoining councils which helps meet the legislative requirement of the Duty to Cooperate. The Council has received a number of letters (Appendices 3, 7-9 & 21) from most of the Oxfordshire councils recognising the role that funding for infrastructure plays, raising concerns about potential impacts on their administrations, but acknowledging that the Council's decision will be in the best interests of South Oxfordshire's residents.
46. The fulfilment of our Duty to Cooperate is set out in our Statements of Common Ground included in the emerging Local Plan's evidence base. Statements of Common Ground are required to be produced to highlight agreement on cross boundary strategic issues with neighbouring authorities and other relevant organisations. Having a plan in place addresses questions of the County's development needs as a whole and helps reduce planning risk to our partners. These Statements of Common Ground help support the evidence that the Duty to Cooperate has been discharged, though this will be a matter of judgement for the inspectors.

47. Under any Option chosen by Council, officers and councillors will no doubt endeavour to demonstrate the Duty to Cooperate has been discharged.

Staying ahead of national policy changes

48. In February 2019 Government released its response to the technical consultation on updates to national planning policy and guidance. This sets out the Government's intention to review the standard method for assessing housing need. Government has stated that the existing standard method does not deliver their aspiration to deliver 300,000 homes a year, and so any review of the method will change the level of housing need, whether this be higher or lower.
49. Other external influences include the route options for the Oxford to Cambridge Expressway, which may open up new opportunities for growth, thus progressing the Local Plan under this option reduces this risk.

Reduced legal risk

50. Officers believe that the emerging Local Plan is legally compliant and would be found to be 'sound'. It is believed that Option A is the least likely of the options to result in a successful legal challenge against the Council. (Nevertheless, the plan's adoption could be challenged in a six-week legal challenge period following the date the Council decides to adopt the plan).

Local Plan Intervention

51. It is believed that it is unlikely that the Secretary of State would intervene in the plan making process under Option A. However, in a letter from MHCLG, 22 July 2019 (Appendix 4) they expressed concern about a delay to the Local Plan on the impact that a delay that would have on government's strategic priorities for Oxfordshire.

Didcot Garden Town

52. The Garden Town Status of Didcot is underpinned by a commitment to deliver 15,000 homes by 2031. Option A provides the greatest protection to Garden Town Status. At this time, we are eligible for grant funding from Homes England each year to support officer time and consultants to advance the development plan work.

Transport model

53. As mentioned above the Local Highway Authority (OCC) raise no in principle objection to the submitted emerging Local Plan, subject to HIF being successful. The Oxfordshire Strategic (SATURN) Transport model (OSM) provides part of the evidence for the emerging Local Plan and has assessed the cumulative impact of committed and planned development in the district. The model ceases to be WebTAG compliant at the end of November 2019, though the assessment took place well within its compliant timeframe. There is no alternative available at present, which may become an issue if the Inspector considers Modifications.

Option A: Risks

Local Plan 'Soundness'

54. There is a low risk that the emerging Local Plan is found unsound by the Inspectors, however Inspectors usually will suggest Modifications to make the local plan sound. If the emerging Local Plan is found to be sound and the Council adopt it, there is a period of 6 weeks, post adoption, where the Plan is subject to legal challenge at the High Court. This is an inherent risk within any Local Plan process, but if the risk materialises this could have significant financial implications.

Evidence Base

55. As time has progressed a number of evidence base documents are becoming more dated. Following updates, particularly an assessment of housing needs, they are likely to be satisfactory for the current examination.
56. Government has acknowledged that the existing standard method does not deliver their aspiration to deliver 300,000 homes a year, and so any review of the standard method could result in a different housing need whether it is higher or lower, which the Inspectors would ask us to consider if this change happened during the examination proceedings.

Option A: Conclusion and Recommendation

57. Option A is likely to be the quickest way to ensure that we have an up to date development plan since we adopted the Core Strategy in 2012, and this Option provides long term confidence to our communities and partners about development in the district and is less likely to result in speculative applications and resultant appeals.
58. The costs of progressing Option A have been met by the existing Planning Policy budget and avoids abortive costs.
59. This option is also the best opportunity to secure the provision of ongoing external infrastructure funding from HIF and the Deal, which is of particular benefit to the communities of Didcot and Science Vale. This is the only Option which meets the current pre-condition of the draft agreement between Homes England/Homes England and OCC. Furthermore, if housing delivery slows in Didcot, as a result of this funding potentially being withdrawn as a consequence of Council's decision of other Options, then it could have a consequential impact on the housing land supply for the rest of the district. These issues will affect our partners, including Vale of White Horse District Council and Oxfordshire County Council.
60. There are clear advantages over the disadvantages and officers therefore recommend Option A.

Option B – Withdraw the Local Plan and progress a revised version of the Local Plan through publication (Regulation 19)

61. This Option would see the withdrawal of the Local Plan from examination. The Council would then propose changes to the plan and undertake a further regulation 19 publication before resubmitting the Plan for examination. The extent of changes will need to fall within the remit of regulation 19 publication – i.e. not

constitute a fundamental re-write of the Plan/introduce significant new subject areas for the plan to cover.

- 62. By way of example, Option B could include the removal of a site or sites, the inclusion of policies relating to climate change or the review of the uplift above the standard method (although the validity of Option B would need to be reviewed depending on precisely what changes the Council proposes to introduce). The cumulative impact of any proposed changes could necessitate a new Local Plan to be prepared as the changes could be considered so significant as to depart from the substance of the existing Plan.
- 63. Whilst Councillors may select this option to progress their preferred aspirations, by virtue of opening up the Local Plan to another regulation 19 publication this will provide an opportunity for others to raise new issues beyond those which Councillors may wish to focus on. These matters would be considered at the subsequent examination.

Timescale and financial implications

- 64. This option would delay the Local Plan process by several months as set out below and would include the preparation of any additional evidence required. This would have cost implications, but until we know the extent of changes and what additional/updated evidence is required it is difficult to estimate whether this can be achieved within existing policy budget. Once officers were clear on the Council’s decision and direction, if necessary, we would bring a report back to consider financial implications. The Plan would require a consultation period (Reg. 19 publication) of at least six weeks. The extent of this would depend on what evidence is required to support the Council’s intended requested planning policy changes. The indicative timetable below has been adjusted to account for the latest information on when evidence to support the Plan will be available.

October 2019	Withdraw emerging Local Plan
October 2019 – March 2021	Review of emerging Local Plan on the basis of conducting a further consultation (regulation 19) subject to the impact of the changes requested. (This assumes the Oxfordshire Mobility Model is operation in August 2020.)
April 2021	Third regulation 19 Publication
September 2021 – June 2022	Resubmission and Examination in Public
July 2022	Inspector’s report
September 2022	Adoption

Option B: Advantages

Freedom to make changes

65. The key advantage of this option is to enable councillors to review aspects of the emerging Local Plan. For example, the Council could choose to reduce the supply of homes proposed in the Plan, review which sites should be allocated for development and change the natural environmental policies within the plan, as well as any further minor changes. The cumulative effect of these changes would need to be considered. These changes would need to be based on current or updated planning evidence, and compliant with national policies and guidance.

Amount of Oxford City's unmet housing need

66. The Examination of the Oxford City Local Plan could, in time, provide an accurate number of their unmet housing need, prior to the publication of a revised South Oxfordshire Local Plan so that the final level of unmet housing need can be incorporated within the South Oxfordshire Local Plan.

The Council may need to withdraw from the Statement of Common Ground, which also commits the Council to providing Oxford unmet need.

Option B: Risks

Housing Infrastructure Fund

67. Following the commentary in paragraphs 10 to 20 above, if HIF is withdrawn by Homes England/MHCLG due to the pre-condition, it would result in a loss of funding for OCC for major infrastructure projects necessary to mitigate existing and proposed developments in Didcot and Science Vale area.
68. Due to the current severe² impact on the road network around Didcot caused by existing development, the loss of HIF funded infrastructure improvements would leave this impact unresolved. Additionally, the withdrawal of HIF would impact on the agreed Didcot Garden Town Delivery Plan.
69. Any loss of HIF is likely to lead to an objection from OCC as the Highways Authority insofar as the emerging Spatial Strategy would not have guaranteed funding. A departure from the spatial strategy which focusses on the Science Vale area would then constitute a significant change, at which point Option B would have a higher risk and Option C should be progressed instead.

Housing and Growth Deal

70. One of the milestones of the Deal was the submission of a Local Plan by 1 April 2019, so the Local Plan withdrawal in this option could impact on the continuation of the Deal with or without South Oxfordshire. The Deal Delivery Plan states that:

“Failure to achieve milestones will result in [the] deal being reviewed and potentially further payments could be withheld.”

71. The Oxfordshire Plan 2050 and the freedoms and flexibilities (i.e. 3 year housing land supply and the Housing Delivery Test) could also be affected by this option. However, it is important to note that discussions between officers and Homes England/MHCLG continue and any updates at the time of council meetings will be verbally reported.

² NPPF Paragraph 109

Evidence base update

72. Under this option extensive updating and the provision of additional evidence will be required. The range of this additional evidence will depend on the level of changes proposed. This will require additional officer time and incur costs to support this. Some of our evidence is over five years old and our transport evidence update will be challenging as the model has almost come to the end of its life and it could not be used again to prepare a local plan.
73. Officers would need to update the Housing Needs Assessment, the retail and economic data underpinning a number of pieces of evidence and the Viability Assessment, Sustainability Appraisal and Habitats Regulations Assessment. These are fundamental parts of a Local Plan's evidence. Depending on the scope of review under this option further studies may be required as the conclusions of one study may then need to be incorporated and assessed with reference to another study. This may further extend the period and which would impact on existing evidence that would need to be updated to be robust. The initial point at which some of this evidence was gathered is becoming more dated the longer the plan making process takes. It is more likely that there would be challenges to the 'soundness' of the plan under this option.

Housing land supply

74. This option could have longer term impacts on our housing land supply, subject to when we can secure an adopted local plan. However, our most recent evidence suggests there is sufficient headroom in our land supply to provide time for a Regulation 19 version of the Local Plan to be produced and submitted.

Oxford to Cambridge Arc

75. The emerging Local Plan would have to respond to any future announcements on the Oxford to Cambridge Expressway route, and any associated development opportunities. In the event that the route crossed South Oxfordshire it could necessitate a departure from the current spatial strategy. As above, this would then constitute a significant change, at which point Option C should be progressed rather than Option B.

Neighbourhood Development Plans

76. There is a risk that emerging Neighbourhood Development Plans face uncertainty regarding the number of homes they should be planning for while the Council prepares this revised plan.

Adjoining councils and partnerships

77. Should Council decide to withdraw the plan and either the Deal, HIF, or unmet housing need are affected, there is a risk that this would affect the plans yet to be adopted across the County.
78. If this situation arises, it could have a negative impact on our working relationships and reputation with neighbouring authorities, and partners in Government, as mentioned above.

Duty to Cooperate

79. There is a risk, that the legal duty to cooperate might not be met if the council's actions are directly jeopardising the Plans' of neighbouring Districts.

Lack of an up to date local plan

80. Site promoters may see a withdrawn plan as an opportunity to submit speculative planning applications, despite having a strong housing supply. This could lead to planning appeals and associated applications for costs against the Council for perceived unreasonable behaviour.
81. Certain parts of the district are more vulnerable to speculative developments and officers believe, from our recent experience of losing our housing land supply, that greenfield sites on the edge of settlements outside the AONB and Green Belt will be at most risk. This is because these areas do not benefit from the high level of protection in national planning policy.
82. Those who proposed alternative sites through the emerging Local Plan, which were rejected by the Council could also use this opportunity to submit speculative planning applications. Many of the sites omitted from the emerging Local Plan fell in areas not within the Green Belt or AONB, such as those located on the edge of Reading, Thame, land at Harrington and Didcot. This could potentially result in unplanned sites being determined by planning inspectors rather than the Council. This also places at risk the level of appropriate infrastructure that would be required to mitigate their development proposals and may potentially result in piecemeal infrastructure responses.

Local Plan intervention

83. Officers believe that it is unlikely that the Secretary of State would intervene in the plan making process under Option B, however in order to mitigate against this risk we would need to be clear that we were progressing with plan making. Although a low risk, then this would be a higher risk than Option A.

Community Infrastructure Levy (CIL)

84. Officers have commissioned evidence on viability to support a review of the Community Infrastructure Levy (CIL) and increased charging rates supplemented by a revised Supplementary Planning Document. This evidence is based upon the emerging Local Plan and the cumulative need for infrastructure for the sites and level of growth proposed. As the evidence becomes out of date so will the SPD, which will require a generic update rather than any site specific content until the Local Plan has been reviewed.
85. In the interim, Town and Parish Councils will continue to receive a lower level of CIL funding. Funding gaps created from any from loss of funding would not be filled by CIL.
86. However, we need to recognise that following the changes in September to CIL and Section 106, there may be an opportunity, in any event to update CIL.

Legal risk

87. Section 22 of the Planning and Compulsory Purchase Act 2004 provides the mechanism for a local planning authority to withdraw a local plan at any point before adoption. The Council could choose to withdraw the emerging Local Plan from examination by following the process set out in Regulation 27 of the Town and Country Planning Act. They could then review the Plan, and, subject to the level of change could go back a stage in plan making process and undertake a further Consultation (Regulation 19 - publication).
88. Any decision to withdraw the plan should be based on a sound planning reason(s) and a rationale, to minimise the risk of legal challenge to such a decision.
89. There could be an additional risk of progressing a third consultation (Regulation 19) version of the plan that the legal Duty to Cooperate might not be met if the Council's actions directly jeopardise the Plans of neighbouring districts. If the Council's legal duty is not met, an inspector would have no choice but to recommend non-adoption of the revised Plan.

Option B: Conclusion and Recommendation

90. There are some disadvantages to Option B, such as a delay in timescales and potential additional costs in comparison with option A. It would also add uncertainty for our communities and neighbourhood plan groups. Furthermore, it could place the Deal and HIF schemes/projects at greater risk with consequences for housing land supply and infrastructure in the Science Vale area and around Didcot.
91. Any loss of HIF is likely to lead to an objection from OCC as the Highways Authority insofar as the emerging Spatial Strategy would not have guaranteed funding. A departure from the spatial strategy which focusses on the Science Vale area would then constitute a significant change, at which point Option B would have a higher risk and Option C should be progressed instead.
92. However, Option B would provide the Council with an opportunity to make limited changes to the plan to address some of the concerns of councillors, as understood by officers.
93. On balance officers do not recommend this approach, as we believe the disadvantages considerably outweigh the advantages to the Council and that some factors are sufficiently outside of the Council's control which would necessitate a new Local Plan rather than progressing a third Regulation 19 version of the Local Plan.

Option C – Withdraw the Local Plan and embark upon a new Local Plan

94. This Option would see the withdrawal of the Local Plan from examination. The Council would then develop an entirely new Local Plan. This would be subject to two periods of consultation at regulation 18 and regulation 19 stage (publication).
95. Councillors could select this option to develop an aspirational new Local Plan focussed, for example, on environmental and Climate Change which can fully reflect their ambitions, subject to the development of an appropriate supporting evidence base.

96. This option would lead to Council to withdraw from the current Statements of Common Ground with other Oxfordshire authorities as preparing a fundamentally different Plan would be inconsistent with what is committed to within the Statements of Common Ground. Officers would then draw up new Statements of Common Ground with Oxfordshire authorities.

Timescale and financial implications

97. The indicative timetable below indicates the anticipated programme for preparing a new Plan.
98. The financial implications will need to be assessed in the context of a new Local Plan, estimated timescales and the existing policy budget. Once the Council has decided on which option and direction it wishes to take, if necessary, officers will report back to Cabinet/Council regarding any financial implications.

October 2019	Withdraw emerging Local Plan
October 2019 – August 2021	Draft Reg 18 Local Plan production
August 2022	Consultation on Reg 19 Local Plan
February 2023 – November 2023	Submission and Examination in Public
December 2023	Inspector’s report
February 2024	Adoption

Option C: Advantages

Freedom to make changes

99. The main advantage of this option is for the Council to set a new direction for a new Local Plan, which does not exist under any other Option. Option C provides the widest scope to pursue councillors broad ambitions across the Local Plan, subject to an appropriate evidence base. This would positively contribute to the Climate Change emergency which was declared in April 2019. The Council would not be limited to the current adopted Core Strategy policies. These changes would need to be based on new planning evidence, and compliant with national policies and guidance.

Amount of Oxford City’s unmet housing need

100. The Examination of the Oxford City Local Plan will have been completed to provide an accurate number of their unmet housing need, prior to the publication of a new South Oxfordshire Local Plan so that the final level of unmet housing need can be incorporated within the South Oxfordshire Local Plan.

Transport model

101. The Oxfordshire Strategic (SATURN) Transport model (OSM) will no longer be WebTAG compliant at the end of November 2019, meaning that any future testing of site scenarios and levels of growth in South Oxfordshire will need to be undertaken in the new Countywide model that is currently under development. The new model moves away from the traditional type of transport model we have been using and, instead, is to be the first Oxfordshire Mobility Model (OMM) which has a greater focus on modal shifts and alternatives to car based transport. This model is still in development and is not expected to be available for use until at least August 2020, but is complementary to a new Local Plan timescale. For clarity, this is the same as Option B.

Evidence base

102. In commencing a new Local Plan we would develop a new suite of evidence base studies to be prepared, some of which could be prepared jointly with neighbouring authorities in Oxfordshire, Berkshire and Buckinghamshire. Having a sound up to date evidence base limits opportunity for legal challenge and assisting in defending planning appeals.

Options C: Risks

Housing and Infrastructure Fund

103. It is clear from the dialogue which has taken place with MHCLG, Homes England and Oxfordshire County Council, that the Housing and Infrastructure Fund may not continue in its current form if the Council chooses to progress with a new plan under this option. This is subject to the outcome of the OCC work on alternative sites and whether Homes England will accept alternative sites contractually and vary the clause within the draft agreement which relates to the South Oxfordshire Local Plan. If HIF is lost, it would result in a funding shortfall for major infrastructure projects necessary to mitigate existing and proposed developments in Didcot and Science Vale area.

Housing and Growth Deal

104. Option C potentially places the Oxfordshire Housing and Growth Deal at risk. Should the Deal be withdrawn, it could result in a funding shortfall for some major infrastructure projects necessary to mitigate existing and proposed developments in Didcot and Science Vale area. This could have an impact on the housing land supply. The infrastructure impacts on the highway network would be primarily in Didcot and the surrounding villages in Science Vale.
105. The withdrawal of the Deal may also result in a loss of the three year housing land supply test for the purposes of decision and the future bespoke Housing Delivery Test for Oxfordshire.
106. Although the Council has identified a small number of housing schemes to benefit from some of the £60m Deal funding to accelerate the delivery of affordable housing, this is unlikely to be available if the Deal falls (with or without South Oxfordshire).
107. There are also potential longer term implications for Oxfordshire's ability to attract future funding from government if the Deal were withdrawn.

Oxfordshire Plan 2050

108. The withdrawal of the Growth Deal funding could also put the Oxfordshire Plan 2050 at risk. Whilst there may remain an ambition from the districts to progress a strategic County wide plan, the capacity funding of £2.5m could be lost. Each Council would then be required to make a contribution to the ongoing costs of this project, which are not currently budgeted for.

Development Certainty

109. Option C would remove certainty from the current plan making process to all interested parties, including local communities, neighbourhood plan groups and businesses.
110. Notwithstanding a strong five year housing land supply, based on the minimum standard method, the council will not have an up to date plan in place. This could result in a number of speculative planning applications being submitted to the Council and the potential for an increasing number of appeals on non-allocated sites, which do not take account of cumulative implications and requirements for supporting infrastructure, with the potential for adverse environmental impacts, with related applications costs.
111. Certain parts of the district are likely to be particularly vulnerable to speculative development and based on our recent experience, greenfield sites on the edge of settlements outside the AONB and Green Belt will be at most risk. This is because these areas do not benefit from the higher level of protection set out in national planning policy.

Oxfordshire Councils and partner relationships

112. There are risks to the relationships that our Council has with its neighbouring councils and with Government (Appendix 13). A number of Councils have written to the Leader of the Council regarding their concerns.

Local Plan intervention

113. Section 27(1) and (2) of the Planning and Compulsory Purchase Act 2004 allows for the Secretary of State to intervene in the plan making process (at any time before a Plan is adopted). This poses a financial risk, a reputational risk and procedurally the Council would lose control of its plan making powers. Under this option, the risk is higher than Option A, but lower than Option B. Officers believe this is a low risk providing the Council is clear after withdrawing its emerging Local Plan, what it does next in plan making terms.

Oxford to Cambridge Expressway

114. Other risks include the route options for the Oxford to Cambridge Expressway, which may open up new opportunities for growth. Under this option we would have to respond to any future announcements on the Oxford to Cambridge Expressway route, and any associated development opportunities. This may require a different spatial strategy in a new Local Plan.

Duty to Cooperate

115. There is a risk, as with option B that the legal duty to cooperate might not be met if the council's actions are directly jeopardising the Plans' of neighbouring Districts.
116. Any withdrawal of HIF funding could have an immediate impact on our neighbouring authority, the Vale of White Horse District Council. Any loss of funding could affect the delivery of housing sites within the Vale and without the delivery of those sites, it is likely that they would not be able to demonstrate a five or three year housing land supply. There is a possibility that this could lead to further planning implications for South Oxfordshire District Council should we undermine their ability to provide sufficient sites against their housing requirement including the potential for a request to meet their resultant unmet housing need. This is calculated to be in excess of 5,000 homes.

Didcot Garden Town

117. The Garden Town Status of Didcot is underpinned by a commitment to deliver 15,000 homes by 2031, which requires delivery of sites in the Didcot area which are reliant on infrastructure being provided by HIF. This option risks the loss of Garden Town Status. This risk is higher under Option C than it would be for Option B given the timescales involved.
118. There are two sites which relate to the Didcot Garden Town that are allocated in the South Oxfordshire Emerging Local Plan 2034; Land Adjacent to Culham Science (STRAT 9) and Didcot A Power Station (H2- New Housing in Didcot).

Legal Risk

119. Section 22 of the Planning and Compulsory Purchase Act 2004 provides the mechanism for a local planning authority to withdraw a local plan at any point before adoption. The Council could choose to withdraw the emerging Local Plan from examination by following the process set out in Regulation 27 of the Town and Country Planning Act.
120. Any decision to withdraw the plan should be based on a sound planning reason(s) and a rationale, to minimise the risk of legal challenge to such a decision. Officers believe the risk of challenge is lower under Option C than Option B.

Community Infrastructure Levy (CIL)

121. Officers have commissioned evidence on viability to support a review of the Community Infrastructure Levy (CIL) and increased charging rates supplemented by a revised Supplementary Planning Document. This evidence is based upon the emerging Local Plan and the cumulative need for infrastructure for the sites and level of growth proposed. As the evidence becomes out of date so will the SPD, which will require a generic update rather than any site specific content until the Local Plan has progressed enough.
122. In the interim Town and Parish Councils will continue to receive a lower level of CIL funding. Funding gaps created from any from loss of funding would not be filled by CIL. Should the council wish to progress an update to the current CIL charging schedule this could be linked to the 2012 adopted Core Strategy as an interim measure, pending the adoption of a new Local Plan.

Options C: Conclusion and Recommendations

123. There are more advantages and less disadvantages to Option C than under option B. Noticeably around the ability of councillors to set a new direction for the development plan.
124. The disadvantages under Option C are similar to Option B, though the timescale is longer than Option A or B. Officers believe the impact of Option C on the HIF proposal and the Deal is the same as that as Option B. The loss of infrastructure funding is a key factor for Science Vale and around Didcot. It would also add uncertainty for our communities and neighbourhood plan groups.
125. Officers do not recommend option C, as we believe the disadvantages outweigh the advantages, however, notwithstanding this, officers would advise that Option C presents a better route for a robust plan than Option B which meets the aspirations of the council should Option A not be acceptable. This is recognising the risk in the age of the evidence base and the likely scope of legal challenge to the soundness of the plan.

Work on a subsequent Local Plan

126. This review is already timetabled within the Councils Local Development Scheme. The Local Development Scheme will need to be updated to reflect the latest progress of the emerging Local Plan and the subsequent Local Plan.
127. Additional resource and finance will be required to progress a new Local Plan alongside a review of the Plan in Option A or B. Evidence compiled to support a review of the Local Plan under Option A or B will not support a new Local Plan.
128. Consideration will also need to be given to the updates to the Community Infrastructure Levy (CIL) that would normally follow the adoption of a new Local plan or where there has been a substantial change in circumstances. Officers believe that a review could be undertaken following changes to the CIL legislation in September 2019.

Examination Update

129. We have received three sets of initial questions from the Inspectors appointed to undertake the examination of the South Oxfordshire Local Plan. Officers have commenced work on responding to these questions in the absence of any mechanism to 'pause' the examination, and no Council decision to withdraw.
130. The hearing sessions and matters statements will need to be prepared for the Oxford City Council Local Plan hearings. Officers believe that these may be received over the next few weeks and will provide an update to the meeting. Any reasons for withdrawal of the Local Plan will have implications for how we can respond to these matters.

Financial Implications

131. Any decision that has financial implications must be made with regard to the knowledge of the council's overarching financial position. This is as reflected in the council's medium term financial plan (MTFP) as reported to Full Council each February as part of the budget setting report. The February 2019 MTFP and the budget report showed that the council was due to receive £3.3 million less in revenue funding than it planned to spend in 2019/20 (with the balance coming from reserves and accumulated New Homes Bonus). This funding gap is predicted to increase to over £6 million per annum by 2023/24. Every decision should be made in cognisance of the need to substantially reduce this funding gap over the medium term and to eliminate it after five years.
132. The preparation of the South Oxfordshire Local Plan is primarily undertaken by the Planning Policy team and is supported by the production of an extensive evidence base with significant input from other areas of the council. The work of this team is met from the existing Planning Policy budget. The total costs of the production of a Local Plan for South Oxfordshire have been estimated at approximately £5 million.
133. Each Option has costs associated with it. Option A will require existing staff resource already budgeted for, recognising there is a need to recruit permanent staff to facilitate the examination process and to participate in the Oxford City examination hearings. In addition it will require the full funding of the next Local Plan.
134. The additional cost of pursuing Option B would be an estimated £500,000 to £600,000 over a 16 month period. The Council would still incur the full costs of a new Local plan as this would commence immediately afterwards. This would require many of the evidence documents that support the current plan to be redrafted or recommissioned. Currently, we do not have an indication of the Inspectors' time spent on the emerging Local Plan to date. However, their daily rate is circa £1000 per day per Inspector.
135. Over a five year MTFP, Option C would potentially have a lower cost implication than Option B or C as it removes the need for any further costs to be incurred with the emerging Local Plan. Officers estimate that Option C would require around an additional funding of £2 million over the MTFP period, although this would be brought forward expenditure than additional expenditure. We will also have to review the existing budget for a new Local Plan based around the above estimate of costs. This would be subject to another report.
136. Progressing with Option A, without main modifications, could be covered within the existing Planning Policy budget whereas Options B and C would require a re-profiling of this budget. However, officers believe that for Option A updates can be covered from within the existing policy budgets as much of the evidence base can have addendum reports rather than necessitating a complete rewrite, the costs of a new local Plan would be incurred immediately after the Local Plan had been adopted
137. Progressing with Option A, B or C will require planning officer resource to support the necessary contractual requests for additional work and to review additional material. As the work programme for the team was focussed on the necessary preparatory work for the examination, it shifts the timescale back and will create

some management challenges which will require a flexible approach to officer resource.

138. Potential resource funding will be required for Development Management for the determination of additional major planning applications and subsequent planning appeals. We have been advised by Oxfordshire County Council officers of their concerns for capacity to support an increase in the workload of Development Management. This would also likely be relevant to other statutory bodies, but it is for them to address.
139. If the Secretary of State intervenes in the Council's plan making we would be responsible for the costs associated with this process. At this time, there is no precise estimate as to any costs that might be incurred if this happened. Officers would recommend that any attempt to step into the plan making process was robustly defended.
140. The potential loss to OCC should the HIF funding be withdrawn would total £218 million. If HIF does not progress, Oxfordshire County Councils abortive costs to date are around £1 million.
141. The potential loss of funding associated with Deal, including the accelerating affordable housing fund, would be approximately of £145 million over the remaining three years.
142. As an indication of costs that might be incurred by Oxfordshire partner councils, and recognising the shared commitment to DGT, the financial implications to Vale of White Horse Council with the potential loss of infrastructure to deliver Valley Park in Didcot, amounting to £59,322,512.
143. It is possible that there may be further financial implications that would have a direct impact depending on the range of sites allocated by a future Local Plan. There would be a significant amount of investment from developers and site promoters of the sites allocated within the Local Plan. Appendix 15 is a letter from Carter Jones acting for CEG for the Culham and Culham No.1 allocations. Appendix 18 is a letter from Homes England in relation to the Chalgrove Airfield allocation. These letters represent only two of our strategic allocations, but together they would be providing £330 million of infrastructure funding either directly through S106, which under Options B and C is at risk of being lost. Cumulatively, the funding from developers as well as the risks of loss of the £218 HIF and the Growth Deal funding, this represents a cumulative financial risk of investment in infrastructure that is very significant. Currently identified funding from developers could not be guaranteed under Options B and C.

Legal Implications

144. The Publication version of the South Oxfordshire Local Plan has been produced for publication under regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 ("Local Planning Regulations").
145. Local authorities are required by law to prepare a development plan for their administrative area and the process for doing that is governed by statute. The

regulations require local authorities to notify and invite comments from a range of specified persons and organisations on their development plan proposals.

146. In the absence of an up to date Local Plan, South Oxfordshire's ability to decide the type and location of development that comes forward is significantly weakened. There is a requirement to review Local Plans every five years and the Core Strategy, which was adopted in 2012, prior to the current national planning guidance and policy.
147. In the writing of this report, regard has been given to legal advice provided by counsel engaged to advise the council on the Local Plan. A copy of the advice has been circulated to all Councillors on a confidential basis. This is not for publication or discussion in public because it contains information in respect of which a claim to legal professional privilege could be maintained in legal proceedings and in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Power to withdraw the Local Plan

148. Section 22 of the Planning and Compulsory Purchase Act 2004 provides the mechanism for a local planning authority to withdraw a local plan at any point before adoption.
149. Officers believe that any decision to withdraw the plan should be based on sound planning reason(s) with a rationale, to minimise the risk of legal challenge to such a decision. A person aggrieved by a decision to withdraw the Plan might seek to undertake a judicial review of that decision.

Duty to Co-operate

150. Section 33A of the Planning and Compulsory Purchase Act 2004 (as inserted by the s110 of the Localism Act 2011) ("s33A") provides that local planning authorities must co-operate with other local planning authorities in maximising the effectiveness with which activities such as the preparation of local plan/development plan documents are undertaken so far as they relate to strategic matters. This 'duty to cooperate' requires the local authority to engage constructively, actively and on an ongoing basis in any process by means of which activities such as the preparation of Local Plan are undertaken.
151. If the person appointed to carry out the independent examination considers that the council has not complied with its duty under s33A in relation to the preparation of its Local Plan the person can neither recommend adoption nor modifications and in such cases, and the council cannot then adopt the Local Plan.
152. Under Option A the legal Duty to Cooperate will be examined by the appointed inspectors in the current examination.
153. Under Options B and C there is a risk to the ability to demonstrate that the Duty to Co-operate has been discharged. This will be felt particularly by Vale of White Horse District Council, where Options B and C and a resultant loss of HIF, will immediately impact on their ability to demonstrate a five-year supply of housing land, bringing with it reputational, environmental and potentially financial risks to that Council.

154. Should the Council choose Option B or C, this would impact on Oxford City whose Plan is being examined. Options B and C will signal withdrawal of a significant element of housing delivery that the City Local Plan is reliant upon.

Conclusion

155. Cabinet is asked to note the updated position in relation to the emerging Local Plan. Cabinet is also asked to consider the options set out in this report, the recommendation(s) from Scrutiny Committee and to make any recommendations to Council.
156. This report sets the options available to members with the advantages and disadvantage, estimated costs and timescales.
157. Option A is likely to be the quickest way to ensure that we have an up to date development plan since we adopted the Core Strategy in 2012, and this Option provides long term confidence to our communities and partners about development in the district and is less likely to result in speculative applications and resultant appeals. The costs of progressing Option A have been met by the existing Planning Policy budget and avoids abortive costs.
158. This option is also the best opportunity to secure the provision of ongoing external infrastructure funding from HIF and the Deal, which is of particular benefit to the communities of Didcot and Science Vale. This is the only Option which meets the current pre-condition of the draft agreement between Homes England/Homes England and OCC.
159. Option B is considered to be the worst of the three options as the impacts upon the council and its communities are highest. Option B adds an additional stage into a plan making process which has already taken a number of years. The updates to the evidence base which are required are unlikely to be a positive addition to the soundness of the emerging Local Plan.
160. Furthermore, it could place the Deal and HIF schemes/projects at greater risk and any loss of HIF is likely to lead to an objection from OCC as the Highways Authority insofar as the emerging Spatial Strategy would not have guaranteed funding. A departure from the spatial strategy which focusses on the Science Vale area would then constitute a significant change, at which point Option B would have a higher risk and Option C should be progressed instead.
161. Option C would enable the plan making process to move forward with a lower risk approach to addressing any of the council's outstanding concerns. The disadvantages under Option C are similar to Option B, though the timescale is longer than Option A or B. Officers do not recommend option C, as we believe the disadvantages outweigh the advantages, however, notwithstanding this, officers would advise that Option C presents a better route for a robust plan than Option B which meets the aspirations of the council should Option A not be acceptable.
162. There are clear advantages over the disadvantages and officers therefore recommend Option A.

Background Papers

1. Report to and decision of Council of 18 July 2019
2. Report to and decision of Council of 20 December 2018
3. Report to and decision of Council of 28 September 2017.

Appendix:

- Appendix 1 – Housing trajectories for the options
- Appendix 2 - 2019-07-05 Letter from the Planning Inspectorate to SODC
- Appendix 3 – 2019- 07-10 Letter from OCC to SODC
- Appendix 4 – 2019-07-22 Letter from Kit malthouse to SODC
- Appendix 5 – 2019-07-24 Letter from SODC to all Partners
- Appendix 6 – 2019-07-30 Letter from SODC to MHCLG
- Appendix 7 – 2019-07-31 Letter from West Oxfordshire District Council to SODC
- Appendix 8 – 2019-08-08 Letter from Oxford City Council to SODC
- Appendix 9 – 2019-08-09 Letter from Vale of White Horse to SODC
- Appendix 10 - 2019-08-14 Letter from SODC to Planning Inspectorate
- Appendix 11 – 2019-08-19 Letter from SODC to Oxford City Council
- Appendix 12 – 2019-08-19 Letter from SODC to Planning Inspectorate
- Appendix 13 – 2019-08-26 Letter from MHCLG (Robert Jenrick) to SODC
- Appendix 14 – 2019-09-05 Inspectors correspondence and questions
- Appendix 15 – 2019-09-20 Letter regarding land adjacent to Culham Science Centre
- Appendix 16 – 2019-09-17 Letter from SODC to MHCLG
- Appendix 17 - 2019-09-19 Letter from UKAEA to SODC
- Appendix 18 – 2019-09-20 Letter from MHCLG (Tom Walker) to SODC
- Appendix 19 – 2019-09-24 Letter from Homes England to SODC regarding Chalgrove
- Appendix 20 – 2019-09-25 Economic Benefits associated with Oxford Science Village
- Appendix 21 – 2019-09-26 Letter from Ian Hudspeth to SODC

Minutes

OF A MEETING OF THE

Cabinet



Listening Learning Leading

HELD ON THURSDAY 3 OCTOBER 2019 AT 6.00 PM

**MEETING ROOM 1, 135 EASTERN AVENUE, MILTON PARK, MILTON,
OX14 4SB**

Present:

Cabinet members: Councillors Sue Cooper (Chair), Pieter-Paul Barker, Robin Bennett, Maggie Filipova-Rivers, Andrea Powell, Leigh Rawlins and David Rouane

Officers: Steven Corrigan, Adrian Duffield, Holly Jones, Suzanne Malcolm, Adrianna Partridge, Margaret Reed, Andy Roberts and Mark Stone

Apologies:

David Turner tendered apologies.

20 Declaration of disclosable pecuniary interest

None.

21 Urgent business and chairman's announcements

None.

22 Public participation

Nine members of the public addressed Cabinet on the emerging South Oxfordshire Local Plan:

David Pryor, Chair of Didcot First, addressed Cabinet. He urged Cabinet to recommend the adoption of the Local Plan. He expressed the view that Didcot had experienced fragmented investment with insufficient infrastructure and facilities to support the population growth. The Local Plan and the associated HIF funding provided an opportunity for Didcot to benefit from much needed infrastructure - new roads and bridges, which could support economic growth, provide much need facilities and regenerate the town.

Iain Duff addressed Cabinet on behalf of East Hagbourne Parish Council. He expressed concern that Cabinet may recommend the withdrawal of the Local Plan which could lead to further speculative planning applications. The parish council had successfully fought off a number of applications and as the Local Plan had progressed the number of speculative planning applications had decreased. He expressed concern that withdrawal of the Local Plan could also jeopardise the Housing Infrastructure Fund funding and the construction of an alternative road to Oxford. He urged Cabinet to recommend the adoption of the Local Plan.

Michael Tyce addressed Cabinet on behalf of CPRE Oxfordshire. He stated that the Local Plan provided for twice as many houses as even the Government thinks are required. A failure to deliver the five year supply would lead to predatory development. The proposed level of housebuilding in the plan would result in an unsustainable level of population growth, straining communities and services and have a detrimental impact on the countryside and settlements. He urged Cabinet to recommend the withdrawal of the plan. He expressed the view that the risk to Government funding was unlikely having regard to the funds to support house building in neighbouring authorities. He stated that a new plan for the district would provide an opportunity to provide the number and kind of homes required in the right places taking account of the climate emergency and allow an assessment of Oxford's unmet need. He urged Cabinet to recommend the withdrawal of the plan.

Patrick McGuirk addressed Cabinet on behalf of Haseley Brook Action Group. He expressed the view that there is a need for sustainable and affordable housing located near areas of employment. He welcomed the provision of sites near Oxford to provide much needed affordable housing for nurses, teachers and other public sector and key workers. He expressed concern regarding the proposed allocation at Chalgrove which would encourage a car based settlement. Any proroguing of the Local Plan would encourage speculative development to the detriment of local communities. He urged Cabinet to recommend the adoption of the Local Plan and lobby for the removal of the Chalgrove site at examination stage.

Kathy Rushton addressed Cabinet on behalf of Save Culham Green Belt. She stated that the proposals for Culham would lead to the loss of wildlife and open fields. She urged Cabinet to recommend the withdrawal of the plan. The provision of new large scale developments in the countryside was incompatible with the climate emergency. She questioned the need for the projected housing and population growth, which would lead to further traffic congestion in the area, and Oxford City's unmet housing need figure. She stated that the provision of housing on land adjacent to Culham Science Centre should not be linked to new road infrastructure, that whilst UKAEA backs the bypass and river crossing it has not expressed a need for housing on the adjacent land and that housing in Culham should not be linked to Didcot Garden Town when Abingdon is Culham's local town.

Ian Chapman addressed Cabinet on behalf of UKAEA. He urged Cabinet not to jeopardise the HIF which is required to deliver much need infrastructure in the district to support local businesses. The Culham Science Centre is a growing site and needs the infrastructure to continue to make it attractive – other locations existed. Whilst stating that additional sustainable housing is required in the district, he did not consider it was a matter for UKAEA to offer a view on its location.

Nigel Hewitson addressed Cabinet on behalf of Killinchy Aerospace Holdings Limited and its operating subsidiary Martin-Baker. He referred to the fact that Gowling WLG had addressed Cabinet previously on why Chalgrove Airfield is not available and as to the incompatibility of Baker-Martin's operations alongside a housing development. He stated that deliverability is a key to the soundness of the Plan and the Inspectors will be looking for evidence as to how the homes proposed at Chalgrove will be delivered on the site within the plan period, taking into account, among other matters, the existence of Martin-Baker's active use. He questioned Homes England's suggestion that it could accommodate Martin-Baker's operations alongside a housing development. It was not the case that the nature of testing and manufacture at the site will change during the plan period. Any relocation of the existing operation was not possible due to uncertainty over CAA licensing, safety and security risks and the risk of noise nuisance claims. He stated that Chalgrove is not deliverable and therefore the housing allocation should be removed from the draft plan by main modification.

Richard Harding addressed Cabinet on behalf of Extinction Rebellion. He referred to a number of extreme weather events that had occurred during 2019 around the world and in the UK which all pointed towards a climate emergency. He stated that the proposed Local Plan did not address the climate emergency and provides a vision for a commuter and car based society with housing developments dotted around the district supported by further road networks. He stated that there was no analysis of the impact of new developments on emissions, no plan to reduce current emissions and no targets for emission reduction and renewable energy. He stated that the plan contravened Government policy and the Climate Change Act of 2008, the international Paris Agreement and the council's own declaration of a Climate Emergency. He urged Cabinet to recommend the withdrawal of the draft local plan and then formulate a plan with environmentally sustainable growth targets and plans to protect the environment and develop a wide ranging plan for carbon emission reduction across the District.

Paul Boone, Chair of Chalgrove Airfield Action Group, addressed Cabinet opposing the inclusion of Chalgrove Airfield in the Local Plan as a housing site. The site was unsustainable and should be removed from the plan. The proposed housing numbers would increase traffic, there was insufficient public transport or cycleways and only one road serving the site. He also questioned whether the site was deliverable which could jeopardise the plan.

23 Local Plan 2034: options to progress

Cabinet considered the report of the head of planning on the progress made in responding to the Council resolution of 18 July 2019 regarding the Housing and Infrastructure Fund and, having assessed the risks, the options to progress the Local Plan 2034.

Councillor Leigh Rawlins, Cabinet member for planning, thanked the public speakers for their addresses. He thanked councillors and officers for the work they had done.

He explained that the purpose of the Cabinet report is to update councillors on the progress made in responding to the Council resolution of 18 July 2019; and to consider, having assessed the benefits and risks, which option to progress the Local Plan.

The report set out three options for progression of the Local Plan for the district. Option A is the officers recommended option, which is to continue with the Local Plan examination. Option B is to withdraw the Local Plan from examination and re-consult on a revised

Regulation 19 in due course. Option C is to withdraw the Local Plan from examination and to re-start the Local Plan. The advantages and risks of those options are set out in the report for each option.

Having considered the officer's report, he moved the following motion seconded by Councillor Andrea Powell.

"That Cabinet recommends Council to:

1. withdraw the emerging South Oxfordshire Local Plan 2034, for the following reasons:
 - the uplift above the standard method from 627 homes to 775 homes a year is excessive, and the existence of the Growth Deal should not be used as a justification for this uplift
 - the overall supply of homes in the Local Plan period is considered excessive as it is over 5,000 homes greater than the need identified for South Oxfordshire, even allowing provision for Oxford City's unmet housing need.
 - the Local Plan does not give sufficient weight to responding to the climate emergency that we face as recognised by the decision of Council of 11 April 2019
 - concerns about site selection issues including:
 - that the scale of Green Belt release is not justified
 - flawed site selection having regard to the sustainability and deliverability of strategic allocations
 - concerns about the impact of the housing mix delivery and density policy
2. withdraw from the Oxfordshire Statements of Common Ground linked to the emerging South Oxfordshire Local Plan 2034
3. agree to commence work as soon as practicable on a new ambitious Local Plan, to seek to address the above concerns
4. request a report on the merits of a joint Local Plan with neighbouring authorities
5. request the Ministry of Housing, Communities and Local Government to provide financial support to support a new ambitious Local Plan
6. explore other opportunities for funding
7. bring forward revenue expenditure on a new Local Plan currently estimated at £2 million into the next Medium-Term Financial Plan period, representing the most cost-effective option
8. ask officers to prepare a new Local Development Scheme and work programme and bring this to Cabinet for approval."

In moving the motion, Councillor Rawlins stated that he had been on a journey in respect of the Local Plan. Whilst he knew many of the perceived shortfalls prior to his election as a councillor in May 2019 he knew more now. He and other Cabinet members had considered the benefits and importance of infrastructure funding. He noted that the inspectors had advised that there is very limited scope to make changes via the examination process. In respect of option B – there are a number of drawbacks, despite it seeming to offer a faster resolution. Those drawbacks were made greater by threats and pressures made with the objective of forcing option A. Given the challenges that the council faces with finance he stated that option C offered the most cost effective option over time and, as officers advise, carries less risk than option B.

He stated that the administration would continue to take forward reasonable arrangements with partners and that the council's housing land supply is and will remain robust to avoid speculative development. The motion provides the best way forward for the district, a new local plan with a solid evidence base, designed more coherently than the previous divided administration was able to put in place, able to respond to the climate emergency and reduce long commuting.

Cabinet members spoke in support of the motion. The new administration was elected in May 2019, in part, to address concerns regarding the Local Plan. A new local plan would address the climate emergency. It would provide an opportunity to develop a plan to address social, economic and environmental issues. In respect of the threat to infrastructure funding, the view was expressed that the justification existed for the infrastructure without the new housing. Consideration of infrastructure funding issues should not override consideration of other issues. The Local Plan was based on outdated data.

RESOLVED TO RECOMMEND COUNCIL: to

1. withdraw the emerging South Oxfordshire Local Plan 2034, for the following reasons:
 - the uplift above the standard method from 627 homes to 775 homes a year is excessive, and the existence of the Growth Deal should not be used as a justification for this uplift
 - the overall supply of homes in the Local Plan period is considered excessive as it is over 5,000 homes greater than the need identified for South Oxfordshire, even allowing provision for Oxford City's unmet housing need
 - the Local Plan does not give sufficient weight to responding to the climate emergency that we face as recognised by the decision of Council of 11 April 2019
 - concerns about site selection issues including:
 - that the scale of Green Belt release is not justified
 - flawed site selection having regard to the sustainability and deliverability of strategic allocations
 - concerns about the impact of the housing mix delivery and density policy
2. withdraw from the Oxfordshire Statements of Common Ground linked to the emerging South Oxfordshire Local Plan 2034
3. agree to commence work as soon as practicable on a new ambitious Local Plan, to seek to address the above concerns
4. request a report on the merits of a joint Local Plan with neighbouring authorities
5. request the Ministry of Housing, Communities and Local Government to provide financial support to support a new ambitious Local Plan
6. explore other opportunities for funding
7. bring forward revenue expenditure on a new Local Plan currently estimated at £2 million into the next Medium Term Financial Plan period, representing the most cost-effective option
8. ask officers to prepare a new Local Development Scheme and work programme and bring this to Cabinet for approval

The meeting closed at 7.10pm

APPENDIX 2

Advantages and Risks Options A and B

The advantages below are different from the previous cabinet reports in July and October 2019. This is because officers assume that both Option A and Option B would proceed to examination and the main difference being who (e.g. the District Council under Option A and the County Council under Option B) has the ability to participate in process.

Advantages and Risks shared by Options A and B	
Advantages	Risks
<p>Development Certainty</p> <p>Having an adopted Local Plan in place following examination provides greater certainty to all interested parties, local communities and businesses as to where and when new development will take place and certainty for neighbourhood development plans. It gives the Council greater influence over where development will take place, reducing the prospect for planning by appeal (speculative development) and associated costs.</p> <p>The Core Strategy (2012) was adopted 8 years ago. There is a requirement in the NPPF (paragraph 33) to review local plans at least every 5 years. This is to ensure that the policies take into account any changes in circumstance affecting the area and/or any changes in national policy and guidance. The NPPF requires strategic policies to look ahead over a minimum 15 year period from adoption (paragraph 22), therefore, the Core Strategy runs to 2027. However, this has no bearing on whether a Plan is considered up to date.</p>	<p>Evidence Base</p> <p>As time has progressed a number of evidence base documents are becoming more dated. They are likely to be satisfactory for the current examination, but this is a risk for examination.</p>
<p>Didcot Garden Town</p> <p>The Garden Town Status of Didcot is underpinned by a commitment to deliver 15,000 homes by 2031. Proceeding with examination under</p>	

<p>these Options provides the greatest protection to Garden Town Status. At this time, the Council is eligible for grant funding from Homes England to support and advance the garden town implementation work. Having a Local Plan in place gives the Council a better opportunity for successful future funding bids.</p>	
<p>Community Infrastructure Levy (CIL)</p> <p>Continuing with examination under either Option will enable the Council to update its CIL and capture land value increases.</p>	
<p>Oxfordshire Housing and Growth Deal</p> <p>The Deal agreed by all councils and MHCLG provides funding towards some infrastructure projects in South Oxfordshire, such as at Watlington, Benson and Didcot. By continuing the examination under either Option, the risk to the Deal is limited and the HIF schemes are not delayed.</p>	

Advantages and Risks of Option A	
Advantages	Risks

<p>Local Democracy</p> <p>The only option where the Council retains the authority to fully participate over the production, examination including modifications, and adoption of the Local Plan.</p>	<p>Local Plan ‘Sound-ness’</p> <p>There is a low risk that the submitted Local Plan is found unsound by the Inspectors, however Inspectors can, and do usually suggest Modifications to make the Local Plan sound if asked to do so by the Council and we have requested this. If the submitted Local Plan is found to be sound and is adopted or approved, there is a period of 6 weeks, post adoption, where the Plan is subject to legal challenge at the High Court. This is an inherent risk within any Local Plan process.</p>
<p>Timescales</p> <p>The quickest and most certain route to an up to date Local Plan and to update the strategic policies of the Core Strategy (2012).</p> <p>The Local Plan examination is likely to precede Oxfordshire Plan 2050 evidence being published. This would minimise risk of it undermining the Local Plan and associated evidence base.</p> <p>The Oxfordshire Plan 2050 will provide an opportunity for wider environmental and climate change planning policies that could ambitious.</p>	
<p>Duty to Co-operate</p> <p>Since the previous cabinet report 3 October 2019, the Oxfordshire authorities continue to support the Local Plan remaining at examination and leaving the plan at examination helps to demonstrate that we have met the legislative requirements of the Duty to Cooperate.</p>	

<p>Local Plan Soundness</p> <p>Officers' believe the submitted Local Plan is legally compliant and it is sound.</p>	
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<p align="center">Advantages and Risks of Option B</p>	
<p>Advantages</p>	<p>Risks</p>
<p>Cabinet Recommendation</p> <p>More closely aligned with Cabinet's recommendation to Council on 3 October 2019.</p>	<p>Local Democracy</p> <p>Likely to trigger an intervention from the Secretary of State. Local decision making on the Local Plan (through examination and for adoption) would be lost. The Secretary of State can ask Oxfordshire County Council or another body to prepare and potentially approve the Local Plan. The County Council have determined that if asked by the Secretary of State, they will accept this invite.</p> <p>There is a risk that another body recommends main modifications to the plan that are found sound, and these conflict with the Council's priorities.</p>

<p>Housing Infrastructure Fund (HIF)</p> <p>If Oxfordshire County Council are invited to prepare and adopt the Plan, they as custodians of the HIF could be well placed to implement it, giving assurance to Government and our communities relying on HIF schemes being implemented.</p>	<p>Timescales</p> <p>Would likely to delay the examination of the Local Plan.</p>
<p>Legal Challenge to adoption</p> <p>If the submitted Local Plan is found to be sound, it could be adopted or approved by another body. There is a period of 6 weeks, post adoption, where the Plan is subject to legal challenge at the High Court. In these circumstances, as the Council would not be the decision maker, any associated legal and financial risks would sit with the other body and eventually be reimbursed by the Council.</p>	<p>Duty to Cooperate</p> <p>This Option could have a negative impact on our working relationships and reputation with neighbouring authorities, in particular Vale of White Horse District Council with shared officers for both Councils, as well as impacting on relationships, reputation and partnerships with Government and our communities. This could harm any successful outcome of future funding bids.</p>
	<p>Local Plan Soundness</p> <p>As stated above, an advantage of Option A is that officers' consider the submitted Plan to be sound. The soundness of the Plan is less certain under Option B as another body may not have the in-depth knowledge and background to justify policies that may undermine its soundness.</p>

	<p>Legal Challenge to Adoption</p> <p>If the submitted Local Plan is found to be sound the Secretary of State could ask the Council to consider adopting the Plan. There is a period of 6 weeks, post adoption, where the Plan is subject to legal challenge at the High Court. In these circumstances, the Council would be the decision maker and any associated legal and financial risks would sit with the Council.</p>
	<p>Development Certainty</p> <p>The risk is that this is likely to be more delayed than it would be under Option A. This may increase speculative planning applications, despite the Council having a strong five year housing supply. This could lead to planning appeals and associated applications for costs against the Council for perceived unreasonable behaviour.</p>
	<p>Neighbourhood Development Plans</p> <p>The risk is that uncertainty for Neighbourhood Development Plans will be more protracted under Option B that it would be under Option A.</p>
	<p>Community Infrastructure Levy (CIL)</p> <p>The risk is that CIL update will be more delayed under Option B that it would under Option A.</p>

	<p>Housing Infrastructure Fund (HIF)</p> <p>The risk is that this HIF could be slightly more delayed under Option B than it would be under Option A.</p>
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Cabinet Report



Report of Head of Corporate Services

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To: Cabinet

DATE: 5 March 2020

Capital Grants Awards 2019/20

Recommendations

That Cabinet considers the recommendations for capital grants from the Community Grants Panel and agrees:

- 1) To award a total of £319,317 in capital grants to the 11 organisations listed in appendix one of this report and apply any specified non-standard conditions.
- 2) To transfer £319,317 from the provisional 2019/20 capital grant budget to the approved 2019/20 capital grant budget (cost centre A319) to fund these awards.

Purpose of Report

1. To consider the Community Grant Panel's recommendations for the 19 eligible Capital Grant applications in line with the approved policy (August 2019) attached as appendix one and two respectively.

Strategic Objectives

2. The Capital Grants Scheme supports the councils Corporate Plan objective to create and maintain sustainable communities and well-being and in turn strive for communities to help themselves. It also supports the equality objective to support communities to deliver better outcomes for disadvantaged groups and encourage community cohesion.

Background

3. In October 2019 Cabinet approved a new Capital Grants Policy. This is the first round of funding under the new policy, which included a number of improvements like scoring criteria for carbon reduction/energy saving measures to contribute towards the

council's Climate Emergency Declaration. The only noticeable impact of the new policy on the scheme is that the new criteria has made it more difficult for projects to score enough points to be considered high priorities for funding. However, there will be an opportunity to review this approach as part of the planned wider review of the council's grants schemes.

4. The policy also introduced full terms and conditions that organisations had to sign up to on application, which replaced the need for lengthy and time-consuming legal agreements. It still however allows the council to apply any additional conditions that it considers necessary for example by requiring a charge or restriction to protect the council's funds.
5. The Community Grants Panel met on 18 February 2020, to consider the 19 eligible applications requesting a total of £758,499 against a budget of £320,000, minutes attached as appendix three. The committee considered the officers' evaluations attached as appendix four, and information from speakers before making its final scores and recommended awards, including any non-standard conditions.
6. The scores the committee agreed to give each project means there are three high priority projects for funding, and 16 medium priorities.
7. In line with the policy, all high priority projects should receive 100% of the amount requested. This means £213,414 is remaining for the medium priority projects, which under the policy can receive between 50% - 75% of the amount requested within the budget available.
8. Officers presented three options for the committee to consider for allocating the remaining funding amongst the medium priority projects.
9. Option 1: To give them each 32.5 per cent of the amount requested. However, this was not recommended as it could potentially jeopardise many of the projects getting off the ground if the organisations struggle to find the extra money needed to make up the shortfall. The committee agreed.
10. Option 2: Given the pressure on this year's budget officers suggested prioritising the projects that have secured most if not all of their other funding and therefore most likely to have started their projects within 12 months. Unfortunately, this means that three deserving projects were not recommended a grant due to the significant amount of funding still required and the risk of them not being delivered within the required timeframe. The remaining 13 projects could then receive 49 per cent of their award, and committee could award the remaining £1,777 at its discretion.
11. Option 3: The committee could take a proportionate approach along the lines that officers were suggesting where the higher scoring medium priority projects receive a high percentage award. Along with not awarding to the three projects that still had significant funding to secure. Officers also suggested not awarding the projects that scored a six, as they are only one point away from being a low priority which wouldn't receive any funding.
12. The committee chose to take a proportionate approach as they felt this recognised those who had scored higher. They agreed not to award the three projects that still had a significant amount of funding to raise. In addition, committee reviewed all medium projects again in line with the policy, to look at any they had concerns about. This resulted in a further five projects not being recommended for funding. They then reallocated the £213,414 proportionately to the remaining medium priority projects.

Options

13. Cabinet could decide to allocate the funding in a different way to the approach recommended by the grants panel, provided it was in line with the approved policy.

Financial Implications

14. The provisional budget for Capital Grants in 2019/20 is £320,000 and we will need to move £319,317 to the approved budget for 2019/20 (cost centre A319) before we can pay any grants awarded.
15. Any budget remaining after all the awards have been made will be returned to the council's general reserves as there is no further round of funding this financial year.
16. The terms and conditions for accepting a grant contain a clause that allows the council to reclaim any funding at its discretion if organisations fail to comply with any of the agreed conditions, for example selling the property without prior approval, obtaining duplicate funding from a third party for the project or acting illegally or negligently at any time. We would consider this on a case by case basis.
17. Please note any decision that has financial implications must be made with the knowledge of the council's overarching financial position. This is as reflected in the council's medium term financial plan (MTFP) as reported to Full Council each February as part of the budget setting report. The February 2019 MTFP and the budget report showed that the council was due to receive £3.3 million less in revenue funding than it planned to spend in 2019/20 (with the balance coming from reserves and accumulated New Homes Bonus). This funding gap is predicted to increase to over £6 million per annum by 2023/24. Every decision should be made in cognisance of the need to substantially reduce this funding gap over the medium term and to eliminate it after five years.

Legal Implications

18. The council is using its general powers under Chapter 1 of the Localism Act 2011 to offer funding to community projects.
19. In order to minimise legal risk to the council in funding these projects, organisations were required to sign up to the council's full terms and conditions on application and will be asked to reaffirm this commitment before any funds are released. The organisation's application, award letter and signed terms and conditions will form the contract for the grant.
20. The terms and conditions include reference to the relevant legislation that organisations need to comply with during the period of their grant. Organisations are also required to have all relevant permissions in place such as planning approval, landlord consent etc before applying, which is part of the eligibility criteria.
21. State aid considerations arise whenever public funds will provide organisations with an 'advantage' over their competitors¹. For example, if a grant given to one organisation to expand their business gave them a commercial advantage over another. Applicants have confirmed they have not received any State Aid De minimis in the last three fiscal years.

¹ The definition of state aid is very broad because 'an advantage' can take many forms. It is anything which an undertaking (an organisation engaged in economic activity) could not get on the open market.

Risks

22. We have reviewed each application against the policy's risk matrix and do not consider any of the projects to present a significant risk to the council that would require either a charge or restriction to be put in place. Any risks to individual projects are highlighted in the officers' evaluation reports.
23. There is a reputational risk to the council if it gives funds to a project that ultimately fails. This risk is relatively low and unlikely given the eligibility criteria and monitoring processes in place.
24. There is a financial risk to the council in releasing funds that are not then spent on the project the grant was awarded for. This risk is mitigated by releasing grants in stages, with the final payment released after receipt of hard copy evidence of expenditure e.g. receipts/invoices. The terms and conditions also contain a clause allowing us to reclaim grant funding at our discretion if organisations fail to comply with any of the agreed conditions.
25. There is also a financial risk of releasing more funding than the organisation needs for the project. This is mitigated by awarding a percentage of the total project cost, capped to a maximum amount. The council then benefits from any underspends but doesn't fund any more than the maximum amount agreed.

Conclusion

26. The Community Grants Panel was appointed to review capital grant applications and make recommendations to Cabinet.
27. The panel's recommendations are in line with the approved policy and within the £320,000 budget available.
28. Cabinet is asked to consider and agree the panel's recommendations for capital grants awards for 2019/20.

Background papers

- Minutes from Grants Panel Meeting 18 February 2020
- Officer evaluation report from the Community Grant Panel Meeting 18 February 2020

Appendix One – Community Grants Panel recommendations

Organisation & project	Total project cost	% total project cost	Max grant £	Non-standard conditions (if applicable)	Amendments to officers' recommendations
Cholsey Parish Council - Purpose built Happy Hub accommodation	£167,032	29.93%	£50,000	None	None
Berinsfield Parish Council - Provision of outdoor gymnastics equipment	£20,400	49.02%	£10,000	None	None
Tetsworth Memorial Hall - Alterations and refurbishment including kitchen, heating, car park, insulation, storage, audio	£93,172	50.00%	£46,586	None	Officers revised their 'Carbon Reduction' score following additional information provided by the applicant. The panel agreed with officers' revised score.
Culham Parish Council - Culham Playground	£75,500	0.00%	£0	New benches need to be a suitable height to be accessible for members of the community with mobility issues. One picnic bench should also be accessible for wheelchair users.	There were no revisions to the officers' suggested scores at the meeting, however the panel chose not to award in line with the policy as they had serious concerns about the financial viability of the project, with a significant amount of funding still to secure and the risk of it not being delivered within the required timeframe.
Brightwell cum Sotwell Parish Council - Resurfacing of tennis courts and installation of new tennis practice wall	£25,981	27.87%	£7,242	Confirmation that the replacement facilities meet the national governing body standards and a competent person signs off the project.	None
St Mary's Church Cholsey, PCC – Laurence Hall Cholsey Replacement Building	£568,638	0.00%	£0	None	The panel agreed with officers' recommendation not to award in line with the policy as there were serious concerns about the financial viability of the project, with a significant amount of funding still to secure and the risk of it not being delivered within the required timeframe.
Digby Baptist Church - Digby Baptist Church Community Hub	£510,342	10.58%	£54,000	None	None

Organisation & project	Total project cost	% total project cost	Max grant £	Non-standard conditions (if applicable)	Amendments to officers' recommendations
Oxford City Athletics Club - Upgrade of Horspath Athletics Track to become a Multi Sports Facility	£496,873	0.00%	£0	Confirmation that the replacement facilities meet the national governing body standards and a competent person signs off the project.	The panel agreed with officers' recommendation not to award in line with the policy as there were serious concerns about the financial viability of the project, with a significant amount of funding still to secure and the risk of it not being delivered within the required timeframe.
Wheatley Parish Council - Improvements to Farm Close Road Recreation Ground	£34,309	20.99%	£7,200	New benches need to be a suitable height to be accessible for members of the community with mobility issues. One picnic bench should also be accessible for wheelchair users.	None
Fish Volunteer Centre - Purchase of premises (ex police station)	£140,000	37.50%	£52,500	Payment could be released in two stages, with 50% upon exchange of contracts and 50% once FISH have purchased the property.	The panel revised the applicant's 'Finance' score following additional information provided by the organisation. Officers agreed this in line with the policy
Warborough Parish Council - Warborough Sports Pavilion Refurbishment Project	£131,945	0.00%	£0	Confirmation that the replacement facilities meet the national governing body standards and a competent person signs off the project.	Officers revised their 'Community Benefit' score following additional information provided by the applicant. The panel agreed with officers' revised score. However, the panel chose not to award in line with the policy as they had serious concerns about the financial viability of the project, with a significant amount of funding still to secure and the risk of it not being delivered within the required timeframe.
Sonning Common Parish Council - Churchill Crescent Play Area Resurfacing	£14,189	0.00%	£0	None	The panel chose not to award in line with the policy as they believed the applicant had sufficient unrestricted reserves to fund the project themselves.
Wallingford Methodist Church - Replacement of	£12,664	9.79%	£1,240	None	None

Organisation & project	Total project cost	% total project cost	Max grant £	Non-standard conditions (if applicable)	Amendments to officers' recommendations
boilers and upgrade of heating system					
Bix PCC - St James's Community Hub and extension for toilet and kitchen	£247,900	20.27%	£50,250	All accessibility changes set out in their application must be completed, including fully accessible toilet, emergency rear exit and entrances (which must be well lit), with a path suitable for wheelchairs and permanent ramp at the main entrance.	Officers revised their 'Carbon Reduction' score following additional information provided by the applicant. The panel agreed with officers' revised score.
Goring Heath Parish Charity - Improving Access to Goring Heath Village Hall	£8,201	0.00%	£0	None	There were no revisions to the officers' suggested scores at the meeting, however the panel chose not to award in line with the policy as they had serious concerns about the financial viability of the project, with a significant amount of funding still to secure and the risk of it not being delivered within the required timeframe.
Berrick Salome Parish Council - Village Hall and car park improvements	£19,880	0.00%	£0	None	There were no revisions to the officers' suggested scores at the meeting, however the panel chose not to award in line with the policy as they had serious concerns about the financial viability of the project, with a significant amount of funding still to secure and the risk of it not being delivered within the required timeframe.
Whitchurch-on-Thames Parish Council - Village Green Pavilion Replacement	£300,000	0.00%	£0	Confirmation that the replacement facilities meet the national governing body standards and a competent person signs off the project.	The panel agreed with officers' recommendation not to award in line with the policy as there were serious concerns about the financial viability of the project, with a significant amount of funding still to secure and the risk of it not being delivered within the required timeframe.
Sacred Heart Preschool - Restore charity preschool to facilitate cultural integration activities in our	£10,078	30.75%	£3,099	None	None

Organisation & project	Total project cost	% total project cost	Max grant £	Non-standard conditions (if applicable)	Amendments to officers' recommendations
community					
Henley Rugby Football Club - Dry Leas Sports Ground - Community Training Facility Upgrade	£120,000	31.00%	£37,200	None	None
		Total	£319,317		

Appendix 2

Capital Grants (CG) Policy

(REVISED AUGUST 2019)



Introduction

The council provide grants to voluntary and community organisations to help build thriving communities and improve the quality of life for the residents of South Oxfordshire, through projects that; improve health, wellbeing, delivering better outcomes for disadvantaged groups, encourage community cohesion and contribute towards the council's Climate Emergency Declaration.

Applicants apply online through the council's website, where the full guidance is available to help the applicant submit the best possible application.

What type of project will the scheme fund?

We are keen to fund projects that support community initiatives and facilities; that improve the health, wellbeing and the quality of life of our residents and contribute towards the council's Climate Emergency Declaration. They must take place in the district or within a three-mile radius of the district boundary and be able to demonstrate significant numbers of South Oxfordshire residents will benefit, or that the project that will improve outcomes for disadvantaged groups and/or include energy saving measures.

We will only fund capital expenditure (excluding vehicles) from this scheme like buying, building, replacing or making improvements to long term assets (buildings, play areas and equipment). To us a long-term asset must have a life of at least five years for a grant of up to £25,000 and ten years for grants over £25,000. It must remain the property of the organisation we are funding for the requisite 5 or 10 year term.

We won't give grants towards loans, mortgages and revenue costs like maintenance, rent, clothing or salaries. We can award grants for certain repairs, but it depends on the scale and nature of them, so we recommend applicants contact the community enablement team on 01235 422405 before applying.

We only accept applications for projects that haven't already started, however in exceptional circumstances (like a major funder pulling out or unforeseen additional works) then we may make an exception at our discretion.

Organisations cannot apply to this scheme for projects we have awarded grants to before.

Who can apply to the scheme?

- Town & Parish Councils
- Non-profit businesses & Community Interest Companies

- Community based organisations

Organisations will need to be able to provide a copy of their constitution or equivalent governing documents.

We are committed to promoting equality and diversity, and welcome applications from organisations who represent minority or vulnerable groups.

Who is not eligible?

- Other local authorities/public sector bodies (for example Oxfordshire County Council, NHS trusts)
- Organisations that are funded by public sector/statutory bodies (for example Schools, GP practices)
- Groups who raise funds on behalf of or will improve/create facilities that will predominately benefit an ineligible organisation (for example PTA's delivering projects to benefit their school)
- Projects that usually fall to other public sector/statutory bodies to provide, or will primarily benefit organisations under their remit
- Individuals (this includes making any payments to individuals on behalf of community groups)
- Profit-based businesses
- Projects for residential buildings

What are the minimum and maximum amounts for the scheme?

Organisations can request a minimum of £1,000 and up to 50 per cent of their total project costs. In exceptional cases, like a major funder pulling out of a project that offers significant benefit to our residents we may consider a request for more than 50 per cent.

To request an exceptional amount, applicants must get approval from us (via the community enablement team) before submitting an application.

We will not award more than the amount requested.

The maximum an applicant can request is the budget available for each round of applications up to a maximum amount of £75k per application, which will be published on the council's website before and after each round of awards. However, we are very unlikely to commit all of the available funding to a single project.

We award our grants as a percentage of the total project costs. If a project ends up costing less than expected we will pay the awarded percentage of the final cost, however if it costs more, we limit our award to the maximum amount agreed.

Opening and closing dates

We will usually open for applications twice each financial year (if there is enough budget available). Except in the financial year during which a district council election is held, when we may only open once. We publish the opening and closing dates on our website.

We will open each round of funding for a minimum of six weeks and subject to committee deadlines will usually make decisions within 12-14 weeks of the closing date.

Scheme eligibility criteria

In addition to meeting the requirements above, applicants must provide:

- a copy of the latest statements for any bank/building society accounts in the name of the organisation
- two quotes for the project or a professional estimate for any building work for projects under £10,000 and three quotes for over £10,000
- a breakdown of the budget for the project including all the sources of funding
- a constitution (except parish or town councils, churches or similar organisations that are governed by a central body and therefore don't have their own constitution).

And must confirm:

- they sign up to our standard terms and conditions before proceeding with the application. These are available to download from the website and grants system
- organisations have the correct authority in place for their representatives to apply and enter into the Grant Agreement and legally bind the organisation. Parochial Church Councils and parish councils have own governing arrangements for this, which should be followed
- the project won't start before a decision has been made, which is usually 12 -14 weeks from the closing date
- they have all the necessary consents such as planning permission, listed building consent, Diocese faculty, landlord or Head lease consent, compliance with any restrictions on the property title etc. and could provide these on request
- they will provide additional information to help us evaluate their application on request.

Applicants requesting more than £10,000 must also provide:

- copies of any necessary planning, listed building, Diocese faculty, landlord or Head lease consent, compliance with any restrictions on the property title and other relevant permissions
- their most recent financial accounts or their working budget and financial plan for the year if they're a new organisation. Parish Councils are required to submit their full accounts.
- a project plan including ongoing maintenance arrangements.

Applicants requesting over £25,000 must also provide:

- evidence of ownership of the property, interest in the property, or a lease with at least ten years remaining, including a copy of the Land Registry title register and plan of no more than 3 months old. If the property is leased, or the Land Registry documents show another organisation has a claim on the title, please provide valid permission for the works from the third party (freeholder) / landlord.

The head of corporate services can decide to accept applications that don't meet all the above criteria and will do this on a case by case basis. Applicants must give clear reasons why they can't meet a particular criteria for us to consider an exception.

Organisations must formally accept the grant offer within four weeks of the date of offer letter otherwise the offer will be withdrawn.

Projects awarded up to £25,000 must complete within 12 months from accepting the offer. Projects awarded over £25,000 must start work within 12 months of accepting the offer and must complete within 24 months.

If there's any unexpected delays to the project, applicants can request one extension of up to 12 months, giving the reasons for the delay. We must receive these requests at least one month before the end of the original grant term.

We will send reminders for unclaimed grants three months before they expire for projects that have not started within the specified timescale. We will return any unclaimed awards after the expiry date to the council's general reserves or make the funds available for the next round.

Decision making

COMMUNITY ENABLEMENT TEAM

The community enablement team will review the eligibility of every application before using the scoring matrix in appendix one to suggest scores to the Community Grants Panel. They will also flag any concerns or issues for additional consideration, in order to support the panel's decision making.

HEAD OF SERVICE

In accordance with the council's constitution. The council's relevant head of service and when relevant, in consultation with the services cabinet member (using delegated powers) will decide:

- if we will accept requests for over 50 per cent of the total project cost
- if we will accept applications that don't meet all the eligibility criteria
- whether to give extensions to the term of any grant
- whether to amend award percentages beyond what was originally agreed, as requested by applicants. Increases will stay within the 50 per cent maximum limit for the scheme.

COMMUNITY GRANTS PANEL (KNOWN AS THE CG PANEL)

The CG panel considers officers suggested scores for each application and makes recommendations to Cabinet for awards base on the scoring matrix at appendix one.

Even if an application scores enough points, the panel can recommend not funding it if they:

- have serious concerns around the management of the project now or in the future
- believe the applicant has sufficient unrestricted reserves to fund the project themselves

- have serious concerns about the financial viability or appropriateness of the project
- believe the project doesn't meet the criteria or help deliver the council's strategic objectives.

The CG panel's recommendations are then presented to Cabinet to consider and decide which grants to award.

Standard terms and conditions for all grant awards

All organisations are required to sign up to our standard terms and conditions before proceeding with the application.

We may add extra conditions to any grant if we consider it necessary. This may include the use of a charge or restriction to protect the council's funds. These conditions will be determined using a risk matrix in consultation with the Cabinet member and presented to the Community Grants Panel and Cabinet.

The relevant head of service has delegated authority to remove any agreed grant conditions.

We will confirm applicants have met all the conditions before making any payment. Failure to meet all the agreed conditions may delay payment or, in extreme cases, result in us withdrawing our grant offer.

Payment of grants

We will only pay towards costs incurred after the date of the council's decision to award a grant.

We pay the grants in two stages, half when we receive a valid signed acceptance form and terms and conditions. We pay the balance when the project completes, upon receipt of evidence (receipts/invoices) of expenditure.

In exceptional cases like property purchases, we may make a single upfront payment, which officers may recommend as part of their evaluation.

If the project costs less than expected, we will reduce our final payment accordingly and, if necessary, request back some of the first payment (the minimum amount for us to request repayment is £500).

Grants that have not been claimed within six months of the project completing will be closed and the final payment not issued if we do not hear from the applicant.

Scoring and award matrix for CG applications

SCORE	PRIORITY LEVEL	AWARDS (all awards are subject to sufficient budget. Medium priorities will only receive funding if there is budget left after all the high priority projects are awarded).
10 -13 points	High priority	Award full amount requested - budget permitting (capped at 50 per cent of the cost unless we allowed them to request more and they meet the criteria for an exception).
5-9 points	Medium priority	Award between 50 and 75 per cent of the amount requested, depending on their score - budget permitting
0-4 points	Low priority	No funding

Extra facilities/activities

Points	Criteria to score	Examples
0	The project doesn't allow any activities to take place or provide a facility for the community's use.	A decorative village sign doesn't allow any community activities to take place or give the community a facility to use.
1	The project replaces existing facilities or allows existing activities to continue. or The project moderately improves a minor community facility or activity.	It replaces furniture in the village hall with like-for-like replacements. Replacing existing park benches with longer-lasting ones.
2	The project moderately improves or extends a substantial community facility or activity. or The project significantly improves or extends a minor community facility or activity. or The project provides a new minor facility or activity for the community.	Replacing the chairs in the village hall with more comfortable ones or improve a play area to cater for more ages. Buying replacement boats for a small canoeing club. Installing three new noticeboards in the village.

3	The project will provide substantial new facilities or activities to the community. or The project significantly improves a substantial community facility.	Creating a brand-new play area where there wasn't one already. Adding a large extension to a village hall.
Deductions	Deduct one point if the project reduces the activities/facilities on offer. Deduct two points if the project removes a community facility or reduces/stops existing activities taking place.	Like a project to overhaul and landscape a car park that reduces the number of parking spaces. Demolishing an old skatepark without replacing it with anything.

Community Benefit

Points	Criteria to score	Example
0	The project offers little or no direct benefit to the community.	A decorative sign or boundary wall with no other purpose
1	A single sport or special interest group, like an art group, will benefit. However, if a sport club wanted to upgrade their pavilion and other groups frequently use it as well, it can score more.	A project to buy cricket pitch covers, IT equipment for a photography club or landscaping a nursery's garden is only benefiting their members/users.
2	Two or more specific groups will benefit. The project will have a significant impact on the health or wellbeing of one group	A football club is upgrading its changing room, which a hockey club also use Specialist equipment for a centre working with severely disabled people.
3	The project will provide a facility that's open/available to anyone to access, (not just members) Limit the maximum score for projects on sites owned by religious organisations to two points, as they can limit who can access them under special rules in the Equalities Act.	Play areas, community building or recreation ground. (e.g. a church hall or Islamic centre)
Deductions	Deduct at least one point if the project will reduce (two points if it totally removes) an existing benefit to the community	Replacing a recreation ground with tennis courts for a member's club (open community benefit is reduced as only

without replacing it. Remove one point if there are concerns over the ownership/lease of the property.	tennis members will benefit going forward). Like the term of their lease is too short or their ownership evidence is unreliable.
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Finance

Points	Financial overview
0	They don't have a plan of how they'll fund the rest of the project and haven't secured any other funding yet. They haven't given details of how they'll fund the ongoing maintenance and eventual replacements.
1	They've got a funding plan but haven't applied for all of it yet. or They've applied for all the other funding needed but have secured less than 50 per cent so far. They've budgeted for the ongoing maintenance but don't say how they'll fund eventual replacements in the future (if applicable).
2	They've applied for all the funding needed and have already secured over 50 per cent of the balance. They've budgeted for the ongoing costs and have a general idea how they'll fund replacements eventually (if applicable)
3	They've secured all the other funding needed for the project already (including if they're funding the rest themselves). or The organisations have requested 100 per cent of the cost and have provided evidence that they've lost a funder, can't raise money themselves (e.g. via precept) and can't apply for other grants/funding. They've budgeted for the ongoing costs and have a fund/account/pot saving for the replacements in due course.
Deductions	Remove one point if the organisation's finances suggest they could contribute towards the cost but aren't, remove two points if they can afford the whole project without any funding.

Other potential deductions/considerations:

- Their chosen supplier doesn't appear to offer value for money (their other quote was significantly cheaper for the same work).
- They have only provided one quote stating there is no alternative, but officers have found otherwise.

- Their start dates are too soon to work with our decision-making timeline for the scheme, unless we gave them permission to make an exceptional application before submitting their application.
- They are doing lots of small, similar projects instead of doing all the work in one go, which would be more cost effective.
- The community don't support the project or would prefer a different solution.

Carbon reduction/energy saving/renewable energy

Points	Criteria to score	Example
0	<p>The project does not include any energy saving or renewable energy proposals</p> <p>Or</p> <p>The project includes measures which will lead to energy saving improvements, but only through meeting building regulations and no more.</p>	<p>A project to upgrade toilet facilities in a community hub does not include energy saving features such as light sensors or water saving urinals</p> <p>A boiler is replaced with a more efficient one but only meeting building regulations</p> <p>A project to extend a village hall, proposes an extension built with cavity wall insulation that meets building regulations and no more (i.e. does not consider an even higher specification)</p>
1	<p>The project includes implementation of a range of good energy and/or water saving proposals.</p> <p>An energy audit is always recommended to highlight the most cost-effective energy saving improvements</p>	<p>Draught proofing is installed</p> <p>A timer is added to heating controls</p> <p>Lighting sensors are installed, to turn off when no movement is detected.</p> <p>Push taps or sensor taps are installed</p> <p>Energy saving lighting is installed in a kitchen area</p>

<p>2</p>	<p>The project includes implementation of significant energy and/or water saving proposals, based on an energy audit.</p> <p>or</p> <p>A project includes implementation of energy saving proposals and a renewable energy technology</p>	<p>A project to refurbish a village hall includes upgrading all building lighting to high energy saving standards and implementing appropriate controls.</p> <p>A project to renovate a community building includes fully upgraded insulation and a building management system</p> <p>A project to upgrade a pavilion includes installation of solar panels, or ground source or water source heat pumps.</p> <p>A project to expand a sports facility includes installation of EV charging points for electric vehicles.</p> <p>A project installs a new rainwater harvesting system</p> <p>A project ensures energy saving features are a high-profile feature of the facility, with energy monitors in public areas and information about the savings achieved presented in a clearly visible and attractive manner to users.</p>
<p>3</p>	<p>The project delivers the benefits achieved as above (two points criteria) and in addition:</p> <p>The project adopts a long-term, costed plan to make the facility carbon neutral and is taking substantial first steps in the project plan</p> <p>Or</p> <p>The project invests substantially in renewable energy that will provide more energy than the facility itself requires (carbon positive)</p> <p>Or</p> <p>The project demonstrates an innovative technology and has a</p>	<p>A carbon neutral facility is one that minimises its energy use, uses renewable technologies where possible, and then balances any CO₂ emissions released into the atmosphere by a CO₂ reduction elsewhere.</p> <p>Solar panels are installed with a surplus of electricity. This could, for example, provide electric vehicle charging infrastructure for the local community or be used to supply neighbouring buildings via a private wire network.</p>

	communications plan for dissemination of the results across the district	An innovative technology is installed. For example, one new energy technology is 'Vehicle to Grid', which uses the extra power stored in electric vehicles to provide energy to the national grid at the end of the day when electricity demand across the network is at its peak.
Points for projects with no/little on-going carbon footprint		
1	The project has a good impact on health and well-being and has little/no ongoing carbon footprint	Example projects include a playground refurbishment, new boats for a rowing club

Date	Updates made
February 2020	Minor amends to relevant head of service

Minutes

OF A MEETING OF THE



Listening Learning Leading

Community Grants Panel

HELD AT 10.00 AM ON TUESDAY 18 FEBRUARY 2020

MEETING ROOM 1, 135 EASTERN AVENUE, MILTON PARK, MILTON,
ABINGDON, OX14 4SB

Present

Councillors Sarah Gray (Chair), Lorraine Hillier (as substitute for Ian Snowdon), Lynn Lloyd, Axel Macdonald and Anne-Marie Simpson

Officers

Paul Bateman, Michael Flowers, Kimberly Hall, Heather Saunders, Shona Ware and Cheryl Reeves

9 Apologies for absence

Apologies for absence were received from Councillors Kate Gregory, Jo Robb and Ian Snowden.

10 Minutes

RESOLVED: to approve as a correct record the minutes of the meeting held on 21 January 2019 and agree that the chair signs them as such.

11 Declarations of interest

None.

12 Urgent business and chair's announcements

None.

13 Public participation

Speakers representing their application were present for nine out of nineteen applications. They spoke in support of their applications and had the opportunity to respond to questions from the panel. The speakers were the following:

John Cross	St. Mary's Church
Aubrey Doran	Henley Rugby Football Club
David Kerrigan	Didcot Baptist Church
Richard McQuillan	Fish Volunteer Centre
Robert Walmsley	Bix PCC
Mark Gray & Sarah Wilson	Cholsey Parish Council
Laura Bristow	Oxford City Athletics Club
Caroline Cann	Tetsworth Memorial Hall
Jonnie Bradshaw	Warborough Sports Pavillion Refurbishment Project

14 Capital grants

The panel considered the head of corporate services' report for each project, which detailed the applications, the scoring recommendations, and the subsequent final recommendations based upon the South Oxfordshire District Council Capital Grants Policy.

The panel agreed to consider the applications in the following order, firstly those with speakers registered to represent their application followed by all other applications which had no speakers present to support their application.

Cholsey Parish Council

There were two speakers present for the item. Mark Gray and Sarah Wilson spoke in support of the application and answered questions from the panel.

Councillors asked a question regarding how the proposed project would benefit carbon reduction strategies. The speakers explained that the building had existing high standards for carbon reduction and the new facilities would benefit from the existing measures.

A second question was asked on whether the project would benefit residents external to the parish. The speakers confirmed that residents from neighbouring parishes were already using the facilities and would continue to be welcomed at the site.

RESOLVED: To approve the officers' recommended scoring of 10 out of 12 points.

Tetsworth Memorial Hall

There was one speaker present for the item. Caroline Cann spoke in support of the application and answered questions from the panel.

Councillors asked what the current estimated savings in cost would be following the completion of the project. The speaker confirmed that there would be an estimated 50-65% savings through the replacement of old facilities.

A subsequent question was raised on whether any funding had been received from the parish council. The speaker confirmed that this remained in process and that the parish was currently waiting for any other applicants for funding.

Councillors consulted with the Energy Strategy and Projects Officer on whether the carbon reduction scoring could be increased as a result of the new information presented. The officer confirmed that taking into account the new information received from the speaker,

the carbon reduction scoring could be increased by one point to the maximum scoring of three.

A motion, proposed and seconded, was passed, to increase the carbon reduction scoring to three points.

RESOLVED: To increase the carbon reduction score to 3 points, the maximum scoring possible for the criteria, giving the application a total of 10 points out of 12. The project therefore became a high priority item.

St Mary's Church

There was one speaker present for the item. John Cross spoke in support of the application and answered questions from the panel.

The panel asked whether the applicant had applied to the Church of England for additional sources of finance. The speaker confirmed that an application for funding had been submitted to the Church of England.

A question was raised to officers on whether religious groups who provided services to the wider community were limited in scoring under the community benefit criteria. The officers confirmed that a site owned by a religious organisation was able to restrict access to people under the Equalities Act and therefore were limited to a maximum of two points out of a possible three under this criteria.

RESOLVED: To approve the officers' recommended scoring of 8 out of 12 points.

Didcot Baptist Church

There was one speaker present for the item. David Kerrigan spoke in support of the application and answered questions from the panel.

The council asked questions on funds that had been received for the project, and any additional funding that had recently been secured. The speaker confirmed that new funds had been either attained or agreed upon on paper with a new source of funding recently secured.

A question was raised to officers on whether new information on the environmental benefits of the project could warrant an increase in scoring for energy savings. The officers confirmed that an external energy audit would have been required for any such review of points.

RESOLVED: To approve the officers' recommended scoring of 8 out of 12 points.

Oxford City Athletics Club

There was one speaker present for the item. Laura Bristow spoke in support of the application and answered questions from the panel.

A question was raised to officers on whether the application could be altered to a reflect a change in the scope of the project. It was confirmed that the panel had to consider the application that had been submitted, and that any alterations in the scope of the project would require a new application to be submitted for funding.

RESOLVED: To approve the officers' recommended scoring of 8 out of 12 points.

Fish Volunteer Centre

There was one speaker present for the item. Richard McQuillan spoke in support of the application and answered questions from the panel.

The panel asked whether there was any difference in the size of the new building to be purchased in comparison to the current tenancy. The speaker confirmed that the buildings were the same size and that the proposed purchase would be for a new build which also provided increased environmental benefits.

A further question was raised on whether the new building would alter the services provided by the organisation. The speaker confirmed that there would be no change in services offered.

As a result of new information regarding sources of financing for the project, the panel asked officers whether the scoring for finance could be increased to the maximum of three points. The officers advised that this would be possible if the panel felt the applicant had satisfied the requirements necessary for a maximum score award.

A motion, proposed and seconded, was passed, to increase the finance scoring to three points.

RESOLVED: To increase the finance score to 3 points, the maximum scoring possible for the criteria, giving the application a total of 9 points out of 12.

Warborough Sports Pavilion

There was one speaker present for the item. Jonnie Bradshaw spoke in support of the application and answered questions from the panel.

The panel asked a question regarding the timber frame of the building and the condition it was currently in. The speaker explained that the poor condition of the frame was a result of a lack of maintenance over the years.

The organisation also provided additional information to support an increase in their community benefit score to 3 points, based on the wider community value the new pavilion would offer.

A motion, proposed and seconded, was passed, to increase the community benefit score to 3 points, the maximum possible score available.

RESOLVED: To increase the community benefit score to 3 points, the maximum scoring possible for the criteria, giving the application a total of 8 points out of 12.

Bix PCC

There was one speaker present for the item. Robert Walmsley spoke in support of the application and answered questions from the panel.

A question was asked on whether there would be a ramp at the main entrance for the proposed build. The speaker confirmed that there would be a permanent ramp installed as part of the project.

A motion, proposed and seconded, was passed, to increase the environmental score as a result of new information being provided.

RESOLVED: To increase the environmental score to 1 point out of a possible 3 giving the application a total of 7 points out of 12.

Henley Rugby Football Club

There was one speaker present for the item. Aubrey Doran spoke in support of the application and answered questions from the panel.

A question was raised to officers on whether scoring for environmental benefit took into account that residents would not be required to commute as far to access facilities. The officers confirmed this was not a part of the policy matrix and so the score could not be altered on this matter.

A further question was raised to the speaker on whether the applicant had secured over 50% of the funding. The speaker explained that while they had secured more funding, this was still below the 50% margin.

RESOLVED: To approve the officer's recommended scoring of 6 out of 12 points.

Following the completion of all applications with a speaker present, the panel agreed to adjourn the meeting for a five-minute rest break.

Berinsfield Parish Council

Councillors agreed that the project was a high priority item and were unanimous in support of the officer's recommendation.

RESOLVED: To approve the officer's recommended scoring of 10 out of 12 points.

Culham Parish Council

The panel asked officers whether any new information on the funding of the project had been provided by the applicant. Officers confirmed that no new information had been provided.

RESOLVED: To approve the officer's recommended scoring of 8 out of 12 points.

Brightwell cum Sotwell Parish Council

The panel agreed on the scoring recommendation provided.

RESOLVED: To approve the officer's recommended scoring of 8 out of 12 points.

Wheatley Parish Council

The panel asked whether there had been any update on Section 106 funding. It was confirmed that there had been no further update.

RESOLVED: To approve the officer's recommended scoring of 8 out of 12 points.

Sonning Common Parish Council

The panel queried whether conditions could be added to grants. They were informed that the panel could encourage actions to be taken.

RESOLVED: To approve the officer's recommended scoring of 6 out of 12 points.

Following the competition of this application, the panel agreed to continue beyond the meeting guillotine for a further thirty minutes.

Wallingford Methodist Church

The panel agreed with the recommended scoring but noted that had more information been provided by the applicant, a higher score might have resulted.

RESOLVED: To approve the officer's recommended scoring of 6 out of 12 points.

Goring Heath Parish Council

The panel agreed with the recommended scoring.

RESOLVED: To approve the officer's recommended scoring of 6 out of 12 points.

Whitchurch-on-Thames Parish Council

The panel agreed with the recommended scoring.

RESOLVED: To approve the officer's recommended scoring of 6 out of 12 points.

Sacred Heart Preschool

The panel agreed with the recommended scoring.

RESOLVED: To approve the officer's recommended scoring of 6 out of 12 points.

Following the completion of the first session, the panel resolved to have a break before the beginning of the second half of the session.

The panel agreed in line with the policy, that those applications which were a high priority as a result of scoring should receive 100% of the funding requested.

The panel considered three possible avenues to allocate funding to the medium priority projects which were provided by officers.

- a.) To provide all medium priority applications with 32.5% of their requested amounts.
- b.) Continue with the original recommendations to not award funding to three of the applications due to the significant amount of funding they still had to secure and provide the remaining medium priority applicants with 49% of the requested funds.
- c.) Award funding proportionate to the scoring given by the panel.

Following discussion between councillors, the panel agreed to undertake a proportionate funding allocation based upon the total score the applicant had received. In addition, councillors reviewed all medium projects again to look at any they had concerns about, in line with the policy. This resulted in a further five projects not being recommended for funding. Panel then reallocated the £213,414 proportionately to the remaining medium priority projects.

The funding was as follows:

RESOLVED: To award the following high priority items with 100% of the funds requested:

Organisation	Scheme	Grant awarded
Cholsey Parish Council	Purpose built Happy Hub accommodation	100% of the funds requested, capped to a total of £50,000
Berinsfield Parish Council	Provision of outdoor gymnastics equipment	100% of the funds requested, capped to a total of £10,000
Tetsworth Memorial Hall	Alterations and refurbishment including kitchen, heating, car park, insulation, storage, and audio	100% of the funds requested capped to a total of £46,586

RESOLVED: To award the following medium priority item which scored 9/12 points with 75% of the funds requested:

Organisation	Scheme	Grant awarded
Fish Volunteer Centre	Purchase of premises (ex-police station)	75% of the funds requested, capped to a total of £52,500

RESOLVED: To award the following medium priority items which scored 8/12 points with 72% of the funds requested:

Organisation	Scheme	Grant awarded
Brightwell cum Sotwell Parish Council	Resurfacing of tennis courts and instillation of new tennis practise wall	72% of the funds requested, capped to a total of £7242
Didcot Baptist Church	Didcot Baptist Church Community Hub	72% of the funds requested, capped to a total of £54,000
Wheatley Parish Council	Improvements to Farm Close Road Recreation Ground	72% of the funds requested, capped to a total of £7200

RESOLVED: To award the following medium priority items which scored 7/12 points with 67% of the funds requested:

Organisation	Scheme	Grant awarded
Bix PCC	St James' Community Hub and extension for toilet and kitchen	67% of the funds requested, capped to a total of £50,250

RESOLVED: To award the following medium priority items which scored 6/12 points with 62% of the funds requested:

Organisation	Scheme	Grant awarded
Wallingford Methodist Church	Replacement of boilers and upgrade of heating	62% of the funds requested, capped to a

	system	total of £1240
Sacred Heart Preschool	Restore charity preschool to facilitate cultural integration activities in the community	62% of the funds requested, capped to a total of £3099
Henley Rugby Football Club	Dry Leas Sports Ground – Community Training Facility Upgrade	62% of the funds requested, capped to a total of £37,200

The following applications were unsuccessful in receiving any funding as the Panel had concerns over the financial viability of the projects and applicants were encouraged to apply again in the next round of funding when more money had been secured.

Organisation	Scheme
Culham Parish Council	Culham Playground
St Mary's Church	Laurence Hall Cholsey replacement building
Oxford City Athletics Club	Upgrade of Horspath Athletics Track to become a Multi Sports Facility
Warborough Parish Council	Warborough Sports Pavilion Refurbishment Project
Goring Heath Parish Charity	Improving access to Goring Heath Village Hall
Berrick Salome Parish Council	Village Hall and car park improvements
Whitchurch-on-Thames Parish Council	Village Green Pavilion Replacement

The following application was unsuccessful in receiving any funding as the Panel believed had sufficient unrestricted reserves to fund the project themselves.

Organisation	Scheme
Sonning Common Parish Council	Churchill Crescent Play Area Resurfacing

The meeting closed at 2.47 pm

Chairman

Date

Appendix 4 - South Capital 2019-20 - officer evaluation report

Scoring summary

Ref no.	Organisation	Scheme	Scheme cost	Amount requested	% of cost requested	Suggested score	Suggested award	Remaining funds to raise after award	Unsecured funds applied for
SCAP19-21/48	Cholsey Parish Council	Purpose built Happy Hub accommodation	£167,032	£50,000	29.93%	10	£50,000	£0	-
SCAP19-21/53	Berinsfield Parish Council	Provision of outdoor gymnastics equipment	£20,400	£10,000	49.02%	10	£10,000	£0	-
SCAP19-21/41	Tetsworth Memorial Hall	Alterations and refurbishment including kitchen, heating, car park, insulation, storage, audio	£93,172	£46,586	50.00%	9	£29,340	£53,832	£37,500
SCAP19-21/38	Culham Parish Council	Culham Playground	£75,500	£37,750	50.00%	8	£21,895	£47,605	£31,750
SCAP19-21/20	Brightwell cum Sotwell Parish Council	Resurfacing of tennis courts and installation of new tennis practice wall	£25,981	£10,058	38.71%	8	£5,834	£4,224	£0
SCAP19-21/22	St Mary's Church Cholsey, PCC	LAURENCE HALL CHOLSEY REPLACEMENT BUILDING	£568,638	£75,000	13.19%	8	£0	£548,638	£1,150,000
SCAP19-21/18	Didcot Baptist Church	Didcot Baptist Church Community Hub	£510,342	£75,000	14.70%	8	£43,500	£142,464	£150,000
SCAP19-21/29	Oxford City Athletics Club	Upgrade of Horspath Athletics Track to become a Multi Sports Facility	£496,873	£70,000	14.09%	8	£0	£441,873	£401,000
SCAP19-21/10	Wheatley Parish Council	Improvements to Farm Close Road Recreation Ground	£34,309	£10,000	29.15%	8	£5,800	£19,200	£15,000
SCAP19-21/11	Fish Volunteer Centre	Purchase of premises (ex police station)	£140,000	£70,000	50.00%	7	£37,100	£52,900	£97,000
SCAP19-21/52	Warborough Parish Council	Warborough Sports Pavilion Refurbishment Project	£131,945	£65,972	50.00%	7	£34,965	£89,887	£60,880

SCAP19-21/26	Sonning Common Parish Council	Churchill Crescent Play Area Resurfacing	£14,189	£7,094	50.00%	6	£3,547	£3,547	£0
SCAP19-21/49	Wallingford Methodist Church	Replacement of boilers and upgrade of heating system	£12,664	£2,000	15.79%	6	£1,000	£1,000	£0
SCAP19-21/35	Bix PCC	St James's Community Hub and extension for toilet and kitchen	£247,900	£75,000	30.25%	6	£37,500	£28,013	£90,000
SCAP19-21/45	Goring Heath Parish Charity	Improving Access to Goring Heath Village Hall	£8,201	£4,100	49.99%	6	£2,050	£5,351	£3,301
SCAP19-21/39	Berrick Salome Parish Council	Village Hall and car park improvements	£19,880	£9,940	50.00%	6	£4,970	£11,335	£9,949
SCAP19-21/34	Whitchurch-on-Thames Parish Council	Village Green Pavilion Replacement	£300,000	£75,000	25.00%	6	£0	£270,000	£195,000
SCAP19-21/30	Sacred Heart Preschool	Restore charity preschool to facilitate cultural integration activities in our community	£10,078	£4,999	49.60%	6	£2,500	£2,499	£0
SCAP19-21/36	Henley Rugby Football Club	Dry Leas Sports Ground - Community Training Facility Upgrade	£120,000	£60,000	50.00%	6	£30,000	£90,000	£60,000
				Total Requested	Total Suggested	Budget	Remaining		
				£758,499	£320,000	£320,000	£0		

Officer recommended award levels (budget permitting)

Scoring and award matrices

Award matrix:

SCORE	PRIORITY LEVEL	AWARDS (all awards are subject to sufficient budget. Medium priorities will only receive funding if there is budget left after all the high priority projects are awarded).
10 -13 points	High priority	Award full amount requested - budget permitting (capped at 50 per cent of the cost unless we allowed them to request more and they meet the criteria for an exception).
5-9 points	Medium priority	Award between 50 and 75 per cent of the amount requested, depending on their score - budget permitting
0-4 points	Low priority	No funding

Extra facilities/activities

Points	Criteria to score	Examples
0	The project doesn't allow any activities to take place or provide a facility for the community's use.	A decorative village sign doesn't allow any community activities to take place or give the community a facility to use.
1	The project replaces existing facilities or allows existing activities to continue. or The project moderately improves a minor community facility or activity.	It replaces furniture in the village hall with like-for-like replacements. Replacing existing park benches with longer-lasting ones.
2	The project moderately improves or extends a substantial community facility or activity. or The project significantly improves or extends a minor community facility or activity. or The project provides a new minor facility or activity for the community.	Replacing the chairs in the village hall with more comfortable ones or improve a play area to cater for more ages. Buying replacement boats for a small canoeing club. Installing three new noticeboards in the village.
3	The project will provide substantial new facilities or activities to the community. or The project significantly improves a substantial community facility.	Creating a brand-new play area where there wasn't one already. Adding a large extension to a village hall.

Deductions	Deduct one point if the project reduces the activities/facilities on offer.	Like a project to overhaul and landscape a car park that reduces the number of parking spaces.
	Deduct two points if the project removes a community facility or reduces/stops existing activities taking place.	Demolishing an old skatepark without replacing it with anything.

Community Benefit

Points	Criteria to score	Example
0	The project offers little or no direct benefit to the community.	A decorative sign or boundary wall with no other purpose
1	A single sport or special interest group, like an art group, will benefit. However, if a sport club wanted to upgrade their pavilion and other groups frequently use it as well, it can score more.	A project to buy cricket pitch covers, IT equipment for a photography club or landscaping a nursery's garden is only benefiting their members/users.
2	Two or more specific groups will benefit. The project will have a significant impact on the health or wellbeing of one group	A football club is upgrading its changing room, which a hockey club also use Specialist equipment for a centre working with severely disabled people.
3	The project will provide a facility that's open/available to anyone to access, (not just members) Limit the maximum score for projects on sites owned by religious organisations to two points, as they can limit who can access them under special rules in the Equalities Act.	Play areas, community building or recreation ground. (e.g. a church hall or Islamic centre)
Deductions	Deduct at least one point if the project will reduce (two points if it totally removes) an existing benefit to the community without replacing it. Remove one point if there are concerns over the ownership/lease of the property.	Replacing a recreation ground with tennis courts for a member's club (open community benefit is reduced as only tennis members will benefit going forward). Like the term of their lease is too short or their ownership evidence is unreliable.

Finance

Points	Financial overview
0	They don't have a plan of how they'll fund the rest of the project and haven't secured any other funding yet. They haven't given details of how they'll fund the ongoing maintenance and eventual replacements.

1	<p>They've got a funding plan but haven't applied for all of it yet.</p> <p>or</p> <p>They've applied for all the other funding needed but have secured less than 50 per cent so far.</p> <p>They've budgeted for the ongoing maintenance but don't say how they'll fund eventual replacements in the future (if applicable).</p>
2	<p>They've applied for all the funding needed and have already secured over 50 per cent of the balance.</p> <p>They've budgeted for the ongoing costs and have a general idea how they'll fund replacements eventually (if applicable)</p>
3	<p>They've secured all the other funding needed for the project already (including if they're funding the rest themselves).</p> <p>or</p> <p>The organisations have requested 100 per cent of the cost and have provided evidence that they've lost a funder, can't raise money themselves (e.g. via precept) and can't apply for other grants/funding.</p> <p>They've budgeted for the ongoing costs and have a fund/account/pot saving for the replacements in due course.</p>
Deductions	Remove one point if the organisation's finances suggest they could contribute towards the cost but aren't, remove two points if they can afford the whole project without any funding.

Other potential deductions/considerations:

- Their chosen supplier doesn't appear to offer value for money (their other quote was significantly cheaper for the same work).
- They have only provided one quote stating there is no alternative, but officers have found otherwise.
- Their start dates are too soon to work with our decision-making timeline for the scheme, unless we gave them permission to make an exceptional application before submitting their application.
- They are doing lots of small, similar projects instead of doing all the work in one go, which would be more cost effective.
- The community don't support the project or would prefer a different solution.

Carbon reduction/energy saving/renewable energy

Points	Criteria to score	Example
0	<p>The project does not include any energy saving or renewable energy proposals</p> <p>Or</p>	<p>A project to upgrade toilet facilities in a community hub does not include energy saving features such as light sensors or water saving urinals</p> <p>A boiler is replaced with a more efficient one but only meeting building</p>

	The project includes measures which will lead to energy saving improvements, but only through meeting building regulations and no more.	regulations A project to extend a village hall, proposes an extension built with cavity wall insulation that meets building regulations and no more (i.e. does not consider an even higher specification)
1	The project includes implementation of a range of good energy and/or water saving proposals. An energy audit is always recommended to highlight the most cost-effective energy saving improvements	Draught proofing is installed A timer is added to heating controls Lighting sensors are installed, to turn off when no movement is detected. Push taps or sensor taps are installed Energy saving lighting is installed in a kitchen area
2	The project includes implementation of significant energy and/or water saving proposals, based on an energy audit. or A project includes implementation of energy saving proposals and a renewable energy technology	A project to refurbish a village hall includes upgrading all building lighting to high energy saving standards and implementing appropriate controls. A project to renovate a community building includes fully upgraded insulation and a building management system A project to upgrade a pavilion includes installation of solar panels, or ground source or water source heat pumps. A project to expand a sports facility includes installation of EV charging points for electric vehicles. A project installs a new rainwater harvesting system A project ensures energy saving features are a high-profile feature of the facility, with energy monitors in public areas and information about the savings achieved presented in a clearly visible and attractive manner to users.
3	The project delivers the benefits achieved as above (two points criteria) and in addition: The project adopts a long-term, costed plan to make the facility carbon neutral and is taking substantial first steps in the project plan Or	A carbon neutral facility is one that minimises its energy use, uses renewable technologies where possible, and then balances any CO ₂ emissions released into the atmosphere by a CO ₂ reduction elsewhere.

	<p>The project invests substantially in renewable energy that will provide more energy than the facility itself requires (carbon positive)</p> <p>Or</p> <p>The project demonstrates an innovative technology and has a communications plan for dissemination of the results across the district</p>	<p>Solar panels are installed with a surplus of electricity. This could, for example, provide electric vehicle charging infrastructure for the local community or be used to supply neighbouring buildings via a private wire network.</p> <p>An innovative technology is installed. For example, one new energy technology is 'Vehicle to Grid', which uses the extra power stored in electric vehicles to provide energy to the national grid at the end of the day when electricity demand across the network is at its peak.</p>
<p>Points for projects with no/little on-going carbon footprint</p>		
<p>1</p>	<p>The project has a good impact on health and well-being and has little/no ongoing carbon footprint</p>	<p>Example projects include a playground refurbishment, new boats for a rowing club</p>

Cholsey Parish Council	Ref	SCAP19-21/48
Purpose built Happy Hub accommodation		

Total project cost	£167,032	SCAP grant requested	£50,000
Organisation's contribution	£117,032	Total other funding applied for but not yet secured	£0
Other secured funding	£0		
Funding still needed for the project	£50,000	Organisation's latest bank balance	£153,991

Previous grants

SNHB\926 New Cholsey pavilion £250,000 (2012)

Scoring

<p>New facilities or activities This project extends a current community facility, which will allow activities currently taking place to continue in purpose built accommodation. They currently occupy a sports changing room, which is reverting to its original purpose in summer 2020. The purpose built accommodation will provide substantial new facilities for the expansion of activities and for new activities to take place.</p>	Score	3/3
<p>Community benefit The project provides facilities that are open to all and free of charge to access, allowing them to score maximum points. The organisation's Family Support Workers help vulnerable families with confidential advice and guidance, as well as providing a purpose built space to cater for up to 200 visitors per week.</p>	Score	3/3
<p>Finance The organisation has secured all of the funds for the project and have provided details of how they will maintain a budget for replacement / repair works.</p>	Score	3/3
<p>Carbon reduction/energy saving/renewable energy The project includes implementation of a range of good energy and/or water saving proposals but would require more significant measures, based on an independent energy audit, to score an extra point.</p>	Score	1/3
<p>Consultation Formal consultation has not taken place, but as the childrens group is already in operation and sees as many as 200 parents and children a week it is clearly valued by the community. Colleagues from S106 and equality officers are generally supportive of the project.</p> <p>Project completion within timeframe The project is expected to take 3-4 months to complete, so should have no issues completing within the scheme time-frame.</p> <p>Financial and project management plans The organisation has said they would be unable to contribute more to the project due to their other commitments.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS Officers recommend funding the full grant as requested, based on scoring the project as high priority.</p>	Total score	10/12
	Recommended Grant	£50,000

Applicant responses	
Details of the project	<p>The Happy Hub has been in existence for four years, using the changing rooms at The Pavilion. On a weekly basis the Hub can see as many as 200 parents and children aged 0-5.</p> <p>Our football club has come back into existence and will need to resume use of the changing rooms. It is not practicable for the two organisations to share the space. As a result we will need to create purpose built accommodation for the Happy Hub.</p>
Where will the project take place?	The Pavilion, Station Road, Cholsey, OX10 9PT
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	<p>This project will replace an existing facility and is necessary because we are losing the space we currently use. The Happy Hub has up to 200 visitors per week, parents and young children (0-5), expectant mums also come along to a dedicated baby group.</p> <p>The new space will be larger than the existing activity room and will gain a kitchenette, small meeting room that can double as a sensory space, purpose built storage and an office. we will also gain direct access to the play area in the park.</p> <p>Decent storage, the kitchenette and direct access to the play area will enable us to offer a larger range of activities to the children. The larger space will allow for group play/activities.</p>
What new activities will take place because of this project?	<p>Having a purpose built space will be very exciting for the Happy Hub and will mean we are able to offer a wider range of activities such as cooking, outside games, a greater breadth of books and equipment as well as having a larger area for group activities.</p> <p>The small meeting room will give us space for 1:1 meetings with parents, often new parents can have specific needs that we can meet or signpost them on to another organisation.</p> <p>we are hopeful that the purpose built nature of the space will drive use of the Happy Hub.</p>
Community benefit	
Who will benefit from your project?	<p>The Happy Hub is used by up to two hundred children and adults a week, from expectant mums to lively five year olds to families who are having money worries. The centre is open six days a week, including school holidays, the only centre in the area that is, providing a lifeline for families. Most of the funding comes from the Parish Council, with the balance from donations.</p> <p>The staff are trained in safeguarding, listening skills as well as music and movement and 'real play' to promote motor skills and confidence in children, and are able to signpost users in the direction of other organisations that may be able to help them. We have been able to directly help some families with difficulties and have helped others to get the benefits they need as well as assisting with form filling and researching other organisations for help. The small meeting room will allow us a degree of confidentiality that we have not previously had.</p> <p>Over the course of a year we offer courses in sign language, baby massage, paediatric first aid. The new facility, with its kitchenette, will allow us to run some basic skills (cooking) courses and to prepare foods which are grown on the allotment. Children will have the opportunity to see where food comes from from seed to plate.</p> <p>We will also be able to provide healthy snacks and a 'snack time' for children to sit together and enjoy healthy foods.</p>
How did you identify a need in the community for your project or service?	<p>The Happy Hub is already up and running, but we will be losing our rooms in September of 2020. It is imperative that we are able to keep this vital facility running.</p> <p>The current service runs from barely converted changing rooms and, whilst predominantly users come from Cholsey and its environs, we also attract users from all over South Oxfordshire.</p> <p>The service is free at the point of use, but we encourage donations from users. As Cholsey grows, more and more new users are being identified with issues of isolation and loneliness which we are able to help overcome.</p>
What difference will your project make in your community?	<p>The new purpose built building will enable the Happy Hub to broaden its offer and the extra space will give us the opportunity to attract more users.</p> <p>The issue for us isn't so much the difference that this will make, but the difference that will be made if the Happy Hub is no longer here.</p> <p>Many local mums have told us that the Hub was a life-saver for them when their children were young. we are of the opinion that it is critical that this service</p>

	<p>maintained. New homes in the village and surrounding areas mean there are more and more young families to use this service, often moving from other parts of the country, who need to be able to connect with others. With new users registering every week from all walks of life, our Family Support Workers are identifying needs and supporting young families every day. The relationships that we are able to foster between these families promotes a stronger community that feels supported and more able to cope. We are continually developing our professional training and regularly offer taster sessions for pertinent courses.</p> <p>Families often come to us for a period of time when they are struggling and are then able to move on unaided. These success stories often lead to their friends coming to the groups and the user base is constantly growing. The new building will allow us to accommodate more families and this growth will be monitored for future reference.</p>
<p>Finance</p>	
<p>Please give us details of any existing financial commitments?</p>	<p>Whilst we have a number of regular commitments - salaries, utilities etc, CIL monies are ring-fenced and can only be spent on capital projects.</p>
<p>Carbon reduction/energy saving/renewable energy</p>	
<p>In the light of its Climate Emergency Declaration, the council has an ambitious target to work towards a carbon neutral district by 2030.</p>	<p>The new building will be insulated beyond the requirements of building regulations. The heating will be added to our existing air source heat pump. The toilets in the existing building use grey water recycling technology. All lighting will be LED.</p> <p>Cholsey Parish Council has also declared a Climate Emergency and we are working towards carbon neutrality as our watchword.</p>

Berinsfield Parish Council	Ref	SCAP19-21/53
Provision of outdoor gym equipment		

Total project cost	£20,400	SCAP grant requested	£10,000
Organisation's contribution	£10,400	Total other funding applied for but not yet secured	£0
Other secured funding	£0		
Funding still needed for the project	£10,000	Organisation's latest bank balance	£251,232

Previous grants

SC17-18/33 Lodden Avenue Play Area, Berinsfield £33,922 (2017)
 CGSB\2 Defibrillator £856 (2017)
 CGSB\2 Purchase two new Marquees £1,225 (2018)

Scoring

New facilities or activities The project will provide a substantial new activity for the community through the provision of outdoor gym equipment, complementing an existing play area.	Score	3/3
Community benefit Outdoor gym equipment will be available to anyone to access, particularly beneficial to anyone who cannot afford to join an indoor gym and will encourage teenagers to use the new facility.	Score	3/3
Finance All funding secured with contribution of £10,400 from the parish council which comes from their Solar Farm fund. The parish council will maintain the equipment through their precept.	Score	3/3
Carbon reduction/energy saving/renewable energy The project has a good impact on health and well-being and has little/no ongoing carbon footprint	Score	1/3
<p>Consultation Residents were consulted on how they wanted the Solar Farm's payment to be spent for the benefit of the parish. Outdoor gym equipment came out as the highest priority. Equality officers support the project.</p> <p>Project completion within timeframe With all the funding in place, the work is expected to start 1 May 2020 and complete by 1 June 2020.</p> <p>Financial and project management plans Financial and project management plans are as expected for a project of this size. The parish council's contribution has come from the Solar Farm fund, with further projects planned for the remaining money.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS Officers recommend funding the full grant as requested based on scoring the project as high priority.</p>	Total score	10/12
	Recommended Grant	£10,000

Applicant responses	
Details of the project	Following a consultation exercise with residents which has taken place during 2019, it has become apparent that they would like to have outdoor gymnastics equipment on the recreation ground in Berinsfield.
Where will the project take place?	OX10 1NX
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	The project will provide new equipment to complement existing play area. Gym equipment will be available to everybody, but will be particularly beneficial to anybody who cannot afford to join an indoor gym, but who would like the opportunity to keep fit. Will also encourage teenagers to keep fit.
What new activities will take place because of this project?	The provision of outdoor gym equipment will provide a new activity in the village. The only option residents have to use gym equipment in the village at the present time is in the Abbey Sports Centre and some people cannot afford to join the gym there.
Community benefit	
Who will benefit from your project?	All residents who wish to use the equipment will benefit from it. As it will be located on a public recreation ground there will be no restriction as to who can use it and if any local groups wish to use it they will be welcome to do so as long as they do not prevent the public also using it. It is not envisaged that the children from the primary school will use it.
How did you identify a need in the community for your project or service?	The Parish Council received the sum of £50,000 as a one off payment in respect of the Solar Farm at Wally Corner, Berinsfield. A consultation was carried out among residents to find out what they would like to do with the funds. Several suggestions were made and these were assessed to see if they met the criteria set out by the company who paid the funds to the Parish Council. This resulted in ten suggestions meeting with the criteria and residents were asked to prioritise them in the order in which they would like to see facilities provided. The provision of outdoor gym equipment was by far the highest priority so the Parish Council agreed to try and obtain match funding in order to be able to provide outdoor gym equipment. The Parish Council hopes also to carry out some of the other projects suggested by residents from the funds also.
What difference will your project make in your community?	The residents requested the outdoor gym equipment and the Parish Council believe it will encourage them to use it to keep fit and possibly also encourage them to join in other activities, walking, running, which are free of charge and possibly football and other team sports, depending on the cost. The Parish Council will ask residents for feedback through its website and through the Parish Magazine.
Finance	
Please give us details of any existing financial commitments?	See draft budget above.. The Parish Council does have commitments for salary, ground maintenance and running services in Berinsfield, including those County Council works which P.C. does free of charge. The balances contain £2506.63 CIL and £50,137 Solar Farm fund. P.C. contribution will come from Solar Farm fund. This was a lump sum. £9,000 in current account is grant for Neighbourhood Development Plan from Locality.
Carbon reduction/energy saving/renewable energy	
In the light of its Climate Emergency Declaration, the council has an ambitious target to work towards a carbon neutral district by 2030.	Another of the suggestions from residents for use of the Solar Farm funds was the provision of solar lights around the gym equipment and the existing play area. The Parish Council is currently looking into this suggestion. The Parish Council does not have an energy audit as the solar lights would be used outside. There are electric street lights on the recreation ground but they do not really cover the area where the proposed gym equipment will be located.

Tetsworth Memorial Hall	Ref	SCAP19-21/41
Alterations and refurbishment including kitchen, heating, car park, insulation, storage, audio		

Total project cost	£93,172	SCAP grant requested	£46,586
Organisation's contribution	£10,000	Total other funding applied for but not yet secured	£37,500
Other secured funding	£0	Parish Council CIL cont. £10,000 (unsecured, included in total applied for)	
Funding still needed for the project	£83,172	Organisation's latest bank balance	£25,112

Previous grants

CO15k£1761 Improvement of facilities £68,528 (2011)

Scoring

<p>New facilities or activities The project significantly improves a substantial community facility by completing the final phase of upgrading the refurbishment of Tetsworth village hall (also known as the memorial hall). This phase includes a new kitchen to provide catering facilities that meet current standards, efficient heating for year-round use, and improved car parking.</p>	Score	3/3
<p>Community benefit The village hall is open to anyone to access and hire its facilities.</p>	Score	3/3
<p>Finance The organisation has applied for all necessary funds to undertake the project but only have their own contribution secured. Ongoing maintenance will be funded from hire charges of the hall.</p>	Score	1/3
<p>Carbon reduction/energy saving/renewable energy The project includes implementation of energy saving proposals and a renewable energy technology based on an independent energy audit.</p>	Score	2/3
<p>Consultation The organisation has consulted with residents through questionnaires, public meetings and feedback from hall users. Colleagues from S106 confirm there is no S106 funding available. Equality officers support this project.</p> <p>Project completion within timeframe Estimated start date of works June 2020, which is likely if all funding is confirmed by April 2020, to be completed September 2020.</p> <p>Financial and project management plans The organisation has attached plans and all elements of the project have been included in the quotes provided. The organisation has plans for a restricted fund for ongoing costs in place and its contribution seems reasonable. No other funding has been secured.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS Officers recommend funding 63% of the requested amount as it is a medium priority project. A higher award is not possible due to the budget available. Officers have some concern that there is still £53,832 to raise to complete the project.</p>	Total score	9/12
	Recommended Grant	£29,340

Applicant responses	
Details of the project	<p>Kitchen kitchen doesn't meet standards to prepare/cook food, plan is to remove wall separating store and kitchen to create a larger kitchen, to meet environmental health requirements and also create an additional serving area and meet Access Audit concerns</p> <p>Heating/hot water Replace the 1980's electric heating in the hall and mixture of other electric heaters and electric water boiler with Air Source heat pump.</p> <p>Garden/patio doors Reinstate doors to the rear garden and construct shed and storage area</p> <p>Car Park Replace gravel with a solid permeable surface</p> <p>Meeting room Increase insulation</p> <p>Audio/Induction Loop Install equipment to address access audit concerns</p>
Where will the project take place?	Tetsworth Memorial Hall, High Street, Tetsworth, Thame, Oxon OX9 7AB
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	<p>The project replaces the heating and water heating with better functioning renewable energy powered heating and will enlarge the kitchen to provide a kitchen that meets with environmental health requirements as well as addressing the kitchen size concerns highlighted in our access audit. The fitting of audio equipment and Induction Loop addresses a concern raised in the access audit. We are securing an area outside for storage that will include a shed and somewhere safe for bins and rubbish.</p> <p>Insulating the meeting room and kitchen ceilings will improve both rooms to conserve heat. Replacing the gravel in the car park with permeable tarmac will still allow water to get into the ground and will be much better for pedestrians to walk on and will stop the problem of children throwing the gravel at people and the windows.</p>
What new activities will take place because of this project?	<p>The kitchen alterations will enable groups to now prepare food on site for example the weekly coffee shop hopes to be able to expand to a lunch club, The Senior Citizens Christmas Party will be able to have a proper hot Christmas meal and the Parent and Toddler group will expand to include lunches.</p> <p>The Community will be able to have a fully functioning community building for them to use for family celebrations including weddings, Birthdays, Christenings and anniversaries.</p> <p>The improved heating will mean that organisations in the area can use the hall year round for fundraising instead of avoiding January and February when the hall is difficult to get to a comfortable sitting temperature.</p>
Community benefit	
Who will benefit from your project?	<p>Parent and Toddlers Drop in Group Senior Citizens Christmas Party Tuesday Coffee Shop - working on all ages meeting and talking together Tetsworth Primary School - use as their hall for PE and other classes as well as fund raising weekly TAI Chi Classes 2 x weekly Childrens Dance Classes weekly Youth Tuck Shop Home based workers use as meeting room</p>
How did you identify a need in the community for your project or service?	<p>We have conducted a number of village questionnaires over the past ten years and spoken at public meetings about hall use and its facilities and lack of facilities.</p> <p>We have used our village newsletter to ask for opinions</p>

	<p>We also talk to people who use the hall and those who inquired about using the hall and decided not to go ahead with the booking.</p>
<p>What difference will your project make in your community?</p>	<p>We hope to have a fantastic community building for use by everybody to use to celebrate and meet, keep fit and be entertained.</p> <p>By providing this community facility we bring back together a community that has been increasingly becoming a commuting dormitory.</p>
<p>Finance</p>	
<p>Please give us details of any existing financial commitments?</p>	<p>We have earmarked funds of £5,500 for essential external decorating in the spring and for due diligence have earmarked one years running costs of £7,900</p> <p>We have weekly costs of £32.50 for a cleaner.</p> <p>We continue to have income from our hirers and have many bookings already in for next year, including planning inquiries. We are also currently renting our own office to a local business to generate additional income.</p>
<p>Carbon reduction/energy saving/renewable energy</p>	
<p>In the light of its Climate Emergency Declaration, the council has an ambitious target to work towards a carbon neutral district by 2030.</p>	<p>The biggest change we are making is to change to renewable energy (Air Source Heat Pump) which will replacing our 40 year old electric heating in our main hall and our other mixed heating through the rest of the building.</p> <p>We will be increasing the insulation in the meeting room.</p> <p>The Kitchen will have it's ceiling lowered and insulated.</p>

Culham Parish Council	Ref	SCAP19-21/38
Culham Playground		

Total project cost	£75,500	SCAP grant requested	£37,750
Organisation's contribution	£6,000	Total other funding applied for but not yet secured	£31,750
Other secured funding	0	£3,973 CIL not yet secured (included in total applied for)	
Funding still needed for the project	£69,500	Organisation's latest bank balance £19,070	

Previous grants

None

Scoring

New facilities or activities The project will provide a substantial new facility for the community through the installation of a new playground and outdoor gym equipment in Culham. Only limited play equipment currently exists with no outside gym equipment.	Score	3/3
Community benefit The new equipment will be open to anyone to access, including families and adults in the village. Provision will also be made for disabled children.	Score	3/3
Finance The parish council has a fundraising plan in place but less than 50% secured, relying on a successful £27,777 bid from FCC Communities Foundation which is due 31 March 2020.	Score	1/3
Carbon reduction/energy saving/renewable energy The project will have a good impact on health and well-being and has little/no ongoing carbon footprint.	Score	1/3
<p>Consultation A residents survey was undertaken in 2014 to consult households about how they wanted the recreation ground to be improved, including exercise equipment and play equipment to meet a wider range of ages and to meet the needs of more families moving into the area. Equality officers support this project.</p> <p>Project completion within timeframe Providing additional funding can be secured, the estimated start date is 1 September 2020 and will be completed 1 November 2020.</p> <p>Financial and project management plans The project management plan is as required for a new playground and the organisation has provided a maintenance plan with regular inspections and ongoing commitment to fund repairs.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS Officers recommend funding 58% of requested amount as it is a medium priority project. A higher award is not possible due to the budget available. Officers have some concern that there is still £47,605 to raise to complete the project. Condition - benches need to be a suitable height to be accessible for members of the community with mobility issues. One picnic bench should also be accessible for wheelchair users.</p>	Total score	8/12
	Recommended Grant	£21,895

Applicant responses	
Details of the project	This project is to install a brand new playground in the village of Culham. We are a community of around 450 people, including many children of varying ages. We currently have limited recreational/play facilities in the village, our old playground has been condemned and will be removed. The playground will act as the hub of the village for families, having recently lost our Culham Parochial Primary school.
Where will the project take place?	Culham Recreation ground, The Glebe, Culham OX14 4ND
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	This project will provide new outside adult exercise equipment around the perimeter of the recreation ground. This will allow local adult residents to stay active while using this new equipment. In addition new play equipment, benefiting both the younger preschool age group and older children will provide an active and engaging environment for them. A number of the pieces of equipment are inclusive and suitable for use by children with disabilities. New picnic benches around the site will enable the community to come together and create an inviting social atmosphere around the playground.
What new activities will take place because of this project?	This project enables new playground activities (for all age groups of children, as well as children with a disability) - as we currently have very limited playground facilities and recently some of the equipment has been condemned and removed. The new picnic benches enable new social seating and eating facilities. The new adult exercise equipment will allow adults in the community to exercise/keep fit around the perimeter of the recreation ground. This is something that we don't currently have.
Community benefit	
Who will benefit from your project?	The play equipment has been selected as it serves a wide age range; from toddlers and pre school children in the podseat swings, the slide and the tunnel, to older children/teenagers in the sling rotator and 30m cableway. There is a basket seat and a sunken trampoline that are accessible for children with disabilities. Parents and carers will benefit from the project as they will be able to join in with the children or they can relax and watch from the picnic bench seating scattered around the playground. Older teenagers and adults can keep fit and active using the exercise equipment surrounding the park.
How did you identify a need in the community for your project or service?	A resident survey was undertaken by the Parish Council in 2014 asking what they would like to see in the recreation ground. Quotes were originally obtained in 2014, however this did not progress to applying for grants at that time. The Parish Council has recently renewed efforts to move this project forward, due to the condition of the current playground equipment and the number of families with younger children moving into the village. The feedback from the original survey included request for exercise equipment for adults, as well as play equipment aimed at a larger range of ages. These requests were taken into consideration/ acted upon when planning the new playground design.
What difference will your project make in your community?	Providing new play equipment for a wide range of age groups and children with disabilities. Creating a social meeting place for families to gather. Encouraging the community to stay/get fit and active. We can measure this success by seeing the equipment in use and gaining feedback from residents.
Finance	
Please give us details of any existing financial commitments?	Salary Commitments £3045 Grass Cutting £8000 Insurance £360 Audit £380 Admin£300 Rent for recreation Field £750 Emptying Dog Bins £140 Tree Work £1500 Income from precept £15,500 (at least - figure not yet confirmed for next year) A prudent reserve is held as part of the financial risk assessment of the Council.
Carbon reduction/energy saving/renewable energy	
In the light of its Climate Emergency Declaration,	All of the play and outdoor gym equipment maybe recycled. It is all manufactured in the UK, helping to reduce the carbon footprint and a tree is planted for every

<p>the council has an ambitious target to work towards a carbon neutral district by 2030.</p>	<p>piece of outdoor gym equipment sold to offset the manufacturing process. The outdoor gym company we work with has always cared for the planet and in 2012, invented Green energy gyms that recycle kinetic energy into electricity. These gyms featured at both COP21 and COP22, the Global Climate Change conferences in Paris and Marrakech.</p>

Brightwell cum Sotwell Parish Council	Ref	SCAP19-21/20
Resurfacing of tennis courts and installation of new tennis practice wall		

Total project cost	£25,981	SCAP grant requested	£10,058
Organisation's contribution	£6,000	Total other funding applied for but not yet secured	£0
Other secured funding	£9,923		
Funding still needed for the project	£10,058	Organisation's latest bank balance	£131,954

Previous grants

SCap18-19\65 Mackney Lane Refurbishment £23,979 (2018)
 CU25k£116 Kings Meadow Adventure Play Equipment £8,000 (2006)

Scoring

New facilities or activities The project significantly extends a minor community facility through the resurfacing of the village tennis courts and the addition of a practise wall.	Score	2/3
Community benefit The tennis courts are open to the public as well as the Tennis Club, and the new court surface will be marked with new basketball or netball lines to enable new activities to take place.	Score	2/3
Finance All the other funding has been secured, including £3,000 from Sport England. The courts will be maintained by the parish council and any future replacements by the Tennis Club's future fundraising and reserves.	Score	3/3
Carbon reduction/energy saving/renewable energy The project has a good impact on health and well-being and has little/no ongoing carbon footprint	Score	1/3
<p>Consultation The BCS Community Led Plan, published in 2014, identified the need for improved play equipment, and highlighted the value of the tennis courts. Equality officers support this project. Leisure officers support this application in principal but would strongly recommend the following conditions: 1. the replacement facilities meet the national governing body standards. 2. A competent person signs off the project.</p> <p>Project completion within timeframe With funding in place, the 4 May 2020 start date is possible, with completion 12 June 2020.</p> <p>Financial and project management plans The plans are sufficient for resurfacing the courts and providing a new practise wall. All funding has been confirmed.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS Officers recommend funding 58% of the requested amount as it is a medium priority project. A higher award is not possible due to the budget available. Leisure conditions: The replacement facilities meet the national governing body standards. 2. A competent person signs off the project.</p>	Total score	8/12
	Recommended Grant	£5,834

Applicant responses	
Details of the project	<p>Kings Meadow Tennis Courts owned by the Brightwell cum Sotwell Parish Council are open to all parishioners and a tennis club. The playing surface laid in 2002 is all-weather tarmacadam and players' safety is of paramount importance – after 17 years of wear (average recommended replacement for this surface is 10 years), the playing surface has lost most of its All-weather feature when damp/wet and requires resurfacing.</p> <p>The survey of parishioners (every household) during the development of the BCS Community Led Plan published in 2014 identified the need for improved play equipment, particularly for the young - practice wall.</p>
Where will the project take place?	Kings Meadow, Brightwell cum Sotwell, Oxon, OX100QH
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	<p>The resurfacing of the two tennis courts will replace them like for like and as a result, improve the quality of the playing surface and the all-weather characteristics improving safety for players.</p> <p>The erection of a new Tennis Practice Wall will become a permanent fixture of the court infrastructure and create an extra facility for use by Brightwell cum Sotwell parishioners of all ages.</p>
What new activities will take place because of this project?	<p>The resurfacing will ensure the opportunity of playing and starting a basketball and or netball club.</p> <p>Resurfacing of the courts will ensure that the courts do not have to be closed due to health and safety reasons because the playing surface is not safe and the extension of the playing surface will enable the use of the new tennis practice wall by all age groups and wheelchair players.</p> <p>The practice wall will provide the opportunity for all who use the courts to practice or warm-up, especially those starting to learn to play tennis. In particular, the wall will be very useful for young players enabling them to practice on their own without embarrassment and as a result, develop the skills and confidence to play on the courts.</p> <p>Further, the wall can be used by tennis coaches for teaching all age groups and will improve the effectiveness of the coaching.</p>
Community benefit	
Who will benefit from your project?	<p>Groups using the Tennis Courts</p> <p>Brightwell cum Sotwell Parishioners</p> <p>The courts are available to be used by all Brightwell cum Sotwell Parishioners – 1,550 Parishioners of whom 300 are up to 18 years of age (2011 Parish Survey).</p> <p>LTA Qualified Coaching for up to 20 juniors, from 4 to 12 years is delivered every week of the year by the National Tennis Association.</p> <p>The Facilities (Courts and Club House) are provided for “Go Active” Tennis Coaching for juniors and Over 60’s in conjunction with SODC, with aim of improving fitness and wellbeing</p> <p>Brightwell cum Sotwell Kings Meadow Tennis Club</p> <p>BCSKMTC has, in 2018/19 -187 Members and Friends Registered with LTA of whom 162 are paid up members of BCSKMTTC in 2019, including 65 junior members 4 to 18 Years Old.</p> <p>Tennis Camps are held during the Easter and Summer School Holidays open to all Parishioners delivered by LTA Qualified coaches from the National Tennis Association</p> <p>Brightwell cum Sotwell CE Primary School</p> <p>The courts and club house are also used by the Brightwell (CE) Primary School, Located adjacent to the Courts – Weekly Coaching is delivered as part of the summer term curriculum for Circa 60 Pupils.</p>

<p>How did you identify a need in the community for your project or service?</p>	<p>During the development of the Brightwell cum Sotwell Community Led Parish Plan (CLPP), published in 2014, all 620 Properties in the parish were canvassed by a team of 30 Parishioners with a written questionnaire to inform the CLPP, achieving a 68% response.</p> <p>The questionnaire included questions regarding the facilities Parishioners wished to see improved or made available. The need for new play equipment for all ages was identified and the need for the tennis courts identified.</p> <p>As a consequence the Parish Council spent circa £9,000, erecting new perimeter fencing, and deep cleaned and repainted the courts. As a result of this action, the Kings Meadow Tennis Club was able to be reformed reformed in 2013.</p>
<p>What difference will your project make in your community?</p>	<p>The courts will not have to be closed due to health and safety risks from the degraded playing surface.</p> <p>The courts will continue to be open to all parishioners to use so contributing to their health and well-being, all year round</p> <p>The tennis club will be able to continue to operate and provide a family orientated past time as well as delivering tennis coaching for young people to learn a life skill.</p> <p>The erection of a tennis practice wall will provide the opportunity for particularly young people, to try tennis and practice on their own.</p> <p>The courts are located adjacent to the school and have become a focal point within the village which helps maintain a feeling of community.</p> <p>The BCS CE Primary School will be able to provide tennis coaching as part of the school curriculum to 60 pupils each year teaching a life skill and as a result, the school is able to enter interschool competitions.</p> <p>The project will be considered a success if the above benefits can be maintained</p>
<p>Finance</p>	
<p>Please give us details of any existing financial commitments?</p>	<p>For the attention of the SODC Grants Team</p> <p>This statement confirms that the Brightwell cum Sotwell Parish council Clerk, Katie Fanstone has agreed with SODC Grants Scheme that copies of financial documents required to be submitted in this application form can be sent to SODC Direct and will then be added to the final submission.</p> <p>Tony Windsor, Chairman BCS Kings Meadow Tennis Club 27th November 2019</p>
<p>Carbon reduction/energy saving/renewable energy</p>	
<p>In the light of its Climate Emergency Declaration, the council has an ambitious target to work towards a carbon neutral district by 2030.</p>	<p>No electricity will be used during the resurfacing or the ongoing maintenance of the courts.</p> <p>As a result of resurfacing and repainting the tennis courts, there will be less area for moss spores to become lodged and grow.</p> <p>As a result of a smoother surface, the annual cleaning process, using an engine driven pressure washer, will require less water to effectively clean the surface. Over the projected 10-year life of the courts there will be a reduction in water usage.</p> <p>It is not possible to provide an accurate forecast of the amount of water that will be saved but it is anticipated it will be a significant amount..</p>

St Mary's Church Cholsey, PCC	Ref	SCAP19-21/22
LAURENCE HALL CHOLSEY REPLACEMENT BUILDING		

Total project cost	£568,638	SCAP grant requested	£75,000
Organisation's contribution	£20,000	Total other funding applied for but not yet secured	£1,150,000
Other secured funding	£0		
Funding still needed for the project	£548,638	Organisation's latest bank balance	£74,065

Previous grants

No previous funding

Scoring

New facilities or activities The project will significantly improve a current minor facility, allowing it to become a much more substantial facility for the community.	Score	3/3
Community benefit The project will provide facilities that are available to anyone to access, however the score has been limited to 2 points in line with the grant scheme policy as the project will take place on a site owned by a religious organisation.	Score	2/3
Finance At the point of application the organisation had not secured any funding towards the project. They have applied for £1,150,000 in grants but are not due to hear if these applications have been successful until March - April 2020.	Score	1/3
Carbon reduction/energy saving/renewable energy The project includes implementation of energy saving proposals and a renewable energy technology based on an independent energy audit.	Score	2/3
Consultation The organisation has undertaken extensive consultation with the community, and has taken on board the feedback when planning the project. In general colleagues were supportive of the project, the equality officers questioned if there would be ramp access into the garden area and if the doors would also have push-button opening ability.		
Project completion within timeframe They have a detailed project plan, and a number of people involved with the project. They are anticipating a project start date, of June 2020. However officers have concerns that £548,638 still needs to be raised to meet this timeframe		
Financial and project management plans The organisation has yet to secure any funding for this project beyond their own contribution. They would not appear to be able to fund the project much more than they have already committed, which means the project could be in jeopardy if the additional funds are not found.		
DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS Officers have been able to score this project highly acknowledging the impact this project will undoubtedly have on the community, and the impressive energy saving measures included in their plan. There are significant concerns about how much money the organisation still needs to raise in order to start the project within the timeframe. Officers are therefore not recommending an award in this round of funding to enable those projects that have more of their finances in place to get off the ground.	Total score	8/12
	Recommended Grant	£0

Applicant responses	
Details of the project	Nearly 100 years ago the village of Cholsey was bequeathed a Hall in memory of Dudley Laurence who gave his life in the Great War. Now unfortunately this timber framed building is way beyond any form of economical repair. The proposed replacement, as shaped by the community it supports, is of an “off site” modular construction, providing an improved layout, access, quick build time and is further enhanced by modern carbon reduction technologies. Its sustainable future objective is to adopt, adapt and improve options and opportunities for the wider community, irrespective of race, creed, colour, sexual orientation, ability or affluence.
Where will the project take place?	Laurence Hall, Church Road, Cholsey, Oxon, OX10 9PP
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	<p>The existing facility has a small church office, an electrical cupboard / store, a small musical instrument store, a furniture store / cleaners cupboard, a domestic kitchen, 2 ladies toilets and 1 gents toilet. A small undercover outdoor buggy park, 4 sheds. A hall of 103.3m2</p> <p>The replacement new facility will have, a hall of 132.5m2, level access, a new dual purpose office*, a wet room and disabled toilet facility*, baby changing facilities*, separate equipment storage, flexible user storage*, a 12 seat multi-purpose meeting room*, a commercial kitchen with dedicated access*, a plant room*, a lockable cleaners room, new secure internal storage*, a full length rear canopy / dry ply area* and a general purpose independently accessed casual meeting facility*. Audio Visual facilities for Films, Lectures, Concerts*, WiFi* and ICT* facilities. External power and water*, bike racks* and much improved security*, fire alarm*, CCTV*, door entry system* and intruder alarm*.</p> <p>This project has been designed in consultation with the community around current and future needs. Recognising that the Hall meets a specific need within the existing community provision, its location and the security of its garden space are part of its USP. In the option appraisals we had clear comments about retaining the garden, improving secure storage, provision of additional rooms to hire, a substantial improvement in access and toilet facilities together with energy efficient heating, lighting and not to increase parking spaces but provide space for bicycles, all of which we have been able to do. *Denotes new facilities</p>
What new activities will take place because of this project?	<p>The design of the replacement Hall has allowed for several different activities to all take part at the same time.</p> <p>A new flexible meeting room space will allow for business meeting hire, specialist hire such as art therapy, small group after school IT learning, a variety of therapy sessions, knitting and sewing circles, senior citizen living history and storytelling. The Guides and Brownies across the district also wish to use it in conjunction with the main hall for sleep overs.</p> <p>The commercial kitchen will allow us to offer independent living cooking courses, specific cookery courses such as Thai, Indian and Chinese, it also offers the opportunity for independent hire or a meals on wheels type service point.</p> <p>The casual meeting area is completely self-contained and separate from the main ground floor and can be used for more relaxed meetings, be they youth, single gender, or private counselling sessions.</p> <p>The hall will benefit from permanent Audio and Visual capabilities where Films, Documentaries, movement to music, weddings, parties and Tea dances can all take place. The hall will also have specialist fixings to enable aerial yoga, circus rope training as well as sound reflecting properties to enhance any performances or even film / documentary recording.</p> <p>All these listed above are in addition to what we currently support, however given the additional space it may be that a few of our smaller groups could move into the meeting room, freeing up the large hall for larger activities. Ideas and opportunities are always welcome.</p>
Community benefit	
Who will benefit from your project?	<p>Currently the following operate for min 38 weeks a year</p> <p>0-5 year olds Little Fishes, play group and new mother support; Thursday toddlers, play and learn activities. Betty Bloom Dance, dance and movement activities; Shake and Make, Craft and Art activities.</p> <p>5 – 12 year olds Rainbows, pre Brownies; 1 to 1 Art therapy sessions;</p> <p>13-18 year olds Girl Guides, Cholsey Silver Band Juniors,</p> <p>18-65 year olds Little Fishes, new mother support group; Thursday toddlers, play and learn activities; Betty Bloom Dance, dance and movement activities;</p>

	<p>MV Pilates, exercise classes; Thames Tai Chi, exercise and wellbeing classes; Shake and Make, Craft and Art activities; Cholsey Silver Band. 65+ MV Pilates and Tai Chi wellbeing classes; Cholsey Silver Band</p> <p>303 individuals regularly attend each week on average for 38 weeks of the year, these are supported by 56 volunteers. This totals 11,514 individuals per year with 2,128 volunteer session p.a.</p> <p>Casual use 62 sessions in the year, accounting for 1,565 individuals with 34 volunteers sessions p.a.</p> <p>Our intention, by attracting new opportunities, we want to achieve a 20% increase in weekly activity in the first year post completion, and 50% increase in casual use.</p>
<p>How did you identify a need in the community for your project or service?</p>	<p>Increasing concerns about the condition of the hall, brought about a discussion looking carefully at what could be done sustainably to improve it, however it was clear that the 100year old building was finally beyond any further repair. A decision to talk to the wider community about what, if anything, they would like to see happen to the hall, was undertaken through an option appraisal:- We achieved 336 views on our questions Age range of responses 6 to 93 A net promoter score for the hall is -73.9 on a scale of -100 to +100 100% of respondents agreed it was Value for Money and a great place to meet 96% agreed that the hall needed renovating 85% agreed the hall is outdated and needs replacing 97% believe the hall contributes to bringing the Village together 92% Want improved toilet facilities 66% Want additional rooms to hire 55% Want better access for those with an impairment 46% Wanted more storage in the hall 30% Want a larger hall 30% Want WiFi installed 27% Want a bigger kitchen 14% Want a stage Plus 33 freeform comments</p> <p>The results were collated and disseminated to the village, since then 3 further open public meetings have kept everyone up to date on progress as well as articles in the Forty Magazine which is delivered to every house in the village. Achieving 100% support from the Chair's of the other community facilities and the Parish Council have reaffirmed and strengthened the needs of the community.</p>
<p>What difference will your project make in your community?</p>	<p>The difference to our community will be reflected in their wishes that the new replacement hall is tailor made to the current and future requirements of their community. It takes a positive step to meet in full all the current legislation and requirements as well as addressing SODC's energy efficiency aspirations. The added benefit of this efficiency is that the running costs will be significantly reduced and will be reflected in maintaining fully affordable hire charges.</p> <p>Key outcomes generated through the new design will enable greater opportunities to meet the increasing demand as well as providing additional opportunities to generate additional funds. The ongoing legacy of the building will be to provide for the foreseeable future the requirements of the community, it will continue to focus on meeting the needs of its users whilst encouraging a more diverse set of opportunities for everyone.</p> <p>The opportunity to invite more people into the space, to provide new and exciting activities, passing on their knowledge and learning from each other is key. Exploring what we can provide to those on the edges of our community, will help us prevent marginalization and create a proving ground where action research is encouraged, where individuals and groups can try out their ideas, and how links with the local business community can add further value to village life.</p> <p>We will measure our success by increased use, and a more diverse set of users, regular continued bookings of the Hall, Meeting Space, Casual space and the Kitchen will reflect that success, particularly as the latter 3 are all new revenue opportunities. Ultimately, we will be in a position to set aside funds to meet our Asset Management and Maintenance plans, to build regular surpluses which will enable us to further explore and support activities for all age groups.</p>

Finance	
<p>Please give us details of any existing financial commitments?</p>	<p>Existing financial commitments show the hall operating at a break even. Additional income generated is fundraising for the Hall replacement activities only. Cleaning , service costs and only minor maintenance expenditure is being undertaken. 2017 Income £9,669 Expenditure £9,552 Income over expenditure £146 Bal b/fwd (£1,593) 2018 Income £13,923* Expenditure £8,051 Income over expenditure £5,872 Bal b/fwd (£1,447) * Includes £3,889 of donations and legacies for the hall replacement. Surplus of £4,424. b/fwd into 2019.</p>
Carbon reduction/energy saving/renewable energy	
<p>In the light of its Climate Emergency Declaration, the council has an ambitious target to work towards a carbon neutral district by 2030.</p>	<p>In reviewing our options for the replacement hall several environmental factors were taken into account. The type of building, the impact on the environment and the use of modern technology as a mitigating factor.</p> <p>The building: The new hall will be manufactured “off site” in a modern state of the art factory where precision engineering and top level energy performance are base line activities, unusually for this type of build windows and doors are also factory fitted to ensure complete air tightness when re-assembled on site. Once the foundation is laid the panels will be delivered and erected in just 4 days, minimising disruption, and removing multiple material deliveries which would have been associated with a traditional build.</p> <p>The impact on the environment: By utilising the latest timber frame build technology and sourcing materials from sustainable FSC accredited suppliers we have sought to minimise our impact on the environment, indeed the preferred contractor had to meet stringent questioning on environment supply chain related activities, use of renewable resources and best practise elements.</p> <p>Use of modern technology: The building will be manufactured to stringent tolerances which prevent air leakage, floor screeds are ultra quick drying removing the requirement for artificial heat / drying aids, windows are triple glazed, and wall panels are heavily insulated all installed under pressure to ensure air tightness all round and an EPC rating of A+.</p> <p>Following the 1997 Kyoto agreement and further changes in the 2016 Paris accord, the world has begun to grasp the implications of the damage to our planet if things go unchecked. The public at large are now becoming more educated and our community voiced their requirements in our planning discussions, with Air source heat pumps, dual flush toilets, LED lights, shading for the rear of the building, reduction in deliveries to the site, minimal use of bricks, FSC certified renewable timber sources, and No Gas all formed part of the requirements for the tender process.</p> <p>In the documents produced by SODC’s CEAC team we can meet 2 of the 7 themes, one is in relation to the infrastructure and the second is the behaviour change element, where our new hall will not only provide the A+ EPC rating and complete the build in a 17 week window, we will be able to share how we are able to bring down energy costs whilst still providing heating in winter and cooling in summer through our Air Source Heat Pump split system.</p> <p>As trustees we recognise that there are more things that we can do to address in reducing the carbon footprint, not using paper towels by providing hand driers, having light sensors fitted, water diffusers to reduce water consumption, sure stop emergency cut off valves, providing recycling points for paper, plastics, cans and to ensure all of our appliances are powered by renewable energy sources. By providing a good starting point, we are able to lead and educate by example and will be more than happy to share our knowledge with everyone.</p>

Didcot Baptist Church	Ref	SCAP19-21/18
Didcot Baptist Church Community Hub		

Total project cost	£510,342	SCAP grant requested	£75,000
Organisation's contribution	£324,378	Total other funding applied for but not yet secured	£150,000
Other secured funding	£0		
Funding still needed for the project	£185,964	Organisation's latest bank balance	£368,341

Previous grants

No previous funding

Scoring

<p>New facilities or activities</p> <p>The project will significantly improve a substantial facility, allowing them to expand their current services for the community. The organisation will create new flexible rooms for hire and will relocate their café. Potential new activities will be created by attracting new groups to a more welcoming venue, for example, a new drop-in space in partnership with Didcot youth project, TRAIN.</p>	Score	3/3
<p>Community benefit</p> <p>The project will provide facilities that are available to anyone to access, however the score has been limited to 2 points in line with the grant scheme policy as the project will take place on a site owned by a religious organisation.</p>	Score	2/3
<p>Finance</p> <p>The organisation has raised well over 50% of the funds towards the project, they have identified and applied to a further 7 grant funders for the remaining project costs. At the point of application none of the remaining £110,964 had been secured. This has allowed the project to score 2 points.</p>	Score	2/3
<p>Carbon reduction/energy saving/renewable energy</p> <p>The project includes implementation of a range of good energy and/or water saving proposals but would require more significant measures, based on an independent energy audit, to score an extra point.</p>	Score	1/3
<p>Consultation</p> <p>The organisation has undertaken consultation with its own members, and with outside groups currently accessing their services. Equality officers are supportive of the project in general however questioned if the doors would be manually opened, or if they could include a push button opening system for them.</p> <p>Project completion within timeframe</p> <p>The project is expected to take four months to complete, so should have no issue completing within the time-frame for this grant scheme. Although they have not currently secured all the funding to do the project, so the potential start date of 1 May 2020 may not be realistic, even with a 6-12 month delay they should still complete within the required 24 month window.</p> <p>Financial and project management plans</p> <p>The organisation is making a large contribution towards the project themselves, and would not appear to be able to fund the project without outside support from grants. They have provided a list of all the other grants they have applied for, and have applied for more funding than is required with the realistic expectation that they may not be awarded everything they have requested.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS</p> <p>Officers recommend funding 58% of the requested amount as it is a medium priority project. A higher award is not possible due to the budget available. Officers have some concern that there is still £142,464 to raise to complete the project.</p>	Total score	8/12
	Recommended Grant	£43,500

Applicant responses	
Details of the project	<p>DBC is a key community focal point in Didcot, strategically located on the 'Cultural Spine' highlighted in the Garden Town Plan. We host 13 external community groups, all focused on people's wellbeing, plus a multitude of our own initiatives meeting the needs of all ages and backgrounds. But we are at capacity!</p> <p>This project will draw together an unwelcoming frontage, an external yard, internal zero-light corridors and an internal office, into a vibrant community space delivering extra capacity for us to further our commitment to the wellbeing of townspeople. We have the staff and volunteers - we need the space!</p>
Where will the project take place?	Didcot Baptist Church, 43 Wantage Rd, Didcot OX11 0BS
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	<p>DBC is one of the busiest community centres in the town. We believe our location, our facilities and our approach to actively welcoming community involvement mark out this project as being strategically important for the town.</p> <p>This project will enlarge and upgrade the front portion of our building. The Community Hub will take a small, dated, unwelcoming entrance, draw in an external courtyard, a dark internal corridor and an under-used internal office and bring these together into a vibrant community space where all can experience the warmth of us being a welcoming church and deliver the flexibility for future growth in both community-led and internally-led projects.</p> <p>In addition to significantly enlarging the overall available space, what will emerge is a flexible environment which can deliver up to three combinations of new spaces: the whole area open as one space, plus a permutation for subdivision using commercial-level moveable sound-proofed walls.</p> <p>We will provide upgraded general toilets, a second legally compliant disabled toilet, a baby-changing space, vastly improved double-glazed windows to replace old single glazed, a new legally-compliant disabled-access entrance and vestibule. We are also adding a shower facility in anticipation of possible future projects which will include our consideration of being a SWEP facility for SODC.</p> <p>New seating will make this a comfortable space for everyone who uses our premises, whether as a 'hanging-out' space before and after their group activity, or as a new location for new groups that we can't take now as we are approaching full capacity.</p>
What new activities will take place because of this project?	<p>The Hub will provide capacity both for new activities and enhanced facilities for existing activities - and by activities we include both those that are Community-led and internally-led.</p> <p>Two specific examples will illustrate: an immediate benefit will be the relocation of our 'Coffee Break' (cafe) project from a crowded backroom to the front of the building, visible for the first time from the street, with the anticipated increase in footfall, and a possible expansion to other days of the week. The majority of our clients are non-Church and a significant proportion have learning difficulties and are brought by carers. One group come by minibus from Wantage. We never charge the carers and no item costs more than a £1. Our advertising board near the pavement attracts passers-by where people can enjoy a coffee, cake and a supportive chat. But we are full to bursting at the moment.</p> <p>A second example of a possible new initiative reflects our location near one of the main exits for Didcot Girls School. Many of the girls congregate outside the church after school, sitting on the ground and the grass (in all weathers!), just chatting. We are in the early stages of a conversation about making our new Hub available as a drop in. This could be a joint project with TRAIN, the external youth project in town that DBC co-founded but is now independent, and would provide a warm, safe space for kids to spend time after school.</p>
Community benefit	
Who will benefit from your project?	<p>Full details of the community groups using DBC are found in Doc E2 in section 3. This document includes descriptions and numbers. The number of beneficiaries is listed in Doc E3 in section 3.</p> <p>For ease of reference they are OASIS (Oxfordshire Autistic Society Information and Support)</p>

	<p>Indian Dance Class Yellow Submarine - for young adults with learning disabilities and autism Didcot Baby Monday Healthier You NHS Diabetes Prevention Programme Slimming World Dance Club Music Bugs U3A (3 groups - Ukulele, Singing and Photography) Baby Massage Didcot Concert Orchestra</p> <p>Not included in Doc E3 because only agreed on 19 Nov, but we have just made a room available for 2 hours a week for NHS Midwives to meet with teenage girls who are pregnant. They said they have no budget so we waived the charge.</p> <p>These are all in addition to our church groups for toddlers, teenagers, adults and senior citizens. For all details see E2 and E3.</p>
<p>How did you identify a need in the community for your project or service?</p>	<p>Six years ago, when planning started for this project, we undertook a full consultation on the premises both for our own members but also the external groups who used the premises - these were fewer in number in those days.</p> <p>The plan for the consultation is seen in Doc M1 below and captures the forward planning that has characterised our work in recent years. With the town due to expand rapidly, we have been aiming to position ourselves as a valuable community asset. This is captured in Doc M1.</p> <p>The outcome of the consultation is seen in Doc M2 below - this shows the bare statistics but there were also multiple 'Other Comments' about the proposed new Hub. Of course, there were diverse opinions. To one person the old entrance hall was fine - 'its only there to help us get in' - to others 'its outdated and unwelcoming'. The results of the consultation provided valuable information to begin in-depth planning about our future. We considered everything from relocating, full-redevelopment, partial-redevelopment (the option we have chosen), refurbishment (we have done that in other parts of the building) or mere redecoration.</p>
<p>What difference will your project make in your community?</p>	<p>The Hub is the latest investment we have made in our premises. DBC is fast becoming the go-to place when you need a base in Didcot, whether for young adults with learning difficulties or NHS Midwives needing a non-clinical environment to meet with and support pregnant teenagers. But so often, social care happens in run down, unattractive facilities, as our foodbank does! This reinforces the message that you are of less value than others.</p> <p>It doesn't have to be like that. With the new Hub we will have extra capacity, in a facility with a wow factor. Not extravagant, not over-the-top, but something that says 'you're valued'. To those who struggle with dignity issues or feeling of little worth, that message is critical! On a Monday morning when adults with special needs walk into our Coffee Break, they get a hug before they get anything else!</p> <p>So, to outcomes. We will see increased numbers using our premises and we will be able to report on that a year down the line. But our deepest desire is that we continue to move along the spectrum from where we started, with our community groups seen primarily as 'tenants' to a place where we see many of them as 'partners'. We have a vision for this and will establish means of collecting evidence of this engagement happening.</p> <p>We believe these aims are SODC aims too. On p58 of the October '17 'Didcot Garden Town' vision document you state "The... garden town will be community-focused, creating accessible and vibrant neighbourhoods around a strong town centre offer of cultural, recreational and commercial amenities that support well-being, social cohesion and vibrant communities.'</p> <p>That's us! On the Cultural Spine with amenities that deliver wellbeing and social cohesion in a vibrant environment. Together, we can do this!</p>
<p>Finance</p>	
<p>Please give us details of any existing financial commitments?</p>	<p>Please see Doc E1 (Project Plan) Table 1 page 8 for our complete 2020 budget for the running of the church.</p> <p>We foresee nothing that will prevent us from completing the project.</p>

Carbon reduction/energy saving/renewable energy

In the light of its Climate Emergency Declaration, the council has an ambitious target to work towards a carbon neutral district by 2030.

At the outset of the project we commissioned a thermal imaging report of the project - see File N1 below. All of the low-insulation windows identified on pages 1-8 of that report are being replaced as part of this project. The new Hub will be to all the latest energy saving standards. In addition we have added the following elements to the Hub build:

- Nine sun tubes will draw in light through the existing roof to the Hub, significantly reducing the need for electric light.
- New Double Glazing windows to replace old single glaze in adjacent rooms and upgraded toilets as per N1 report
- We are significantly increasing both the number and the quality of bike stands (exact number still to be finalised),
- We have developed a travel plan to encourage cycling and walking to church (our Sept 19 Gift Day was a 'walk to church' day and the number of cars was greatly reduced so we are persevering with this, targeting one Sunday per month as 'walk to church' Sunday).
- As part of our M&E design we aim to have automatic PIR on/off lights in key locations to reduce energy use.
- All toilets will now be dual (low-volume) flush.

(Outside of this project but we aim to change all the lighting in our adjacent worship area next year, installing low-energy LED lighting.)

Oxford City Athletics Club	Ref	SCAP19-21/29
Upgrade of Horspath Athletics Track to become a Multi Sports Facility		

Total project cost	£496,873	SCAP grant requested	£70,000
Organisation's contribution	£45,000	Total other funding applied for but not yet secured	£401,000
Other secured funding	£10,000		
Funding still needed for the project	£441,873	Organisation's latest bank balance	£72,316

Previous grants

Volgrant/27 £750

Scoring

<p>New facilities or activities The project will significantly improve a substantial community facility by re configuring the current building to become an Access to all multi sport venue. This will enable the organisation to undertake a number of new activities (which have been listed on the application form)</p>	Score	3/3
<p>Community benefit The project will provide a facility that includes a significant number of activities that are open to everyone, not just members. The organisation has stated that the improved facilities will allow them to host a new community park run, create an open-access fitness trail, and outreach programme to increase youth participation from deprived areas.</p>	Score	3/3
<p>Finance The organisation has identified and applied for the remaining funding needed for the project, but at the time of application this had not been secured, which limits the score to 1 point.</p>	Score	1/3
<p>Carbon reduction/energy saving/renewable energy The project includes implementation of a range of good energy and/or water saving proposals but would require more significant measures, based on an independent energy audit, to score an extra point.</p>	Score	1/3
<p>Consultation The organisation has carried out consultations with club members and potential new users for the facilities. They have also carried out energy audits for the proposed new works. Leisure officers support this application in principal but would strongly recommend the following conditions: 1. the replacement facilities meet the national governing body standards. 2. A competent person signs off the project.No S106 funds are available for the project</p> <p>Project completion within timeframe The work is due to take seven months to complete, with a proposed start date of August 2020. Should all the funds for the project be in place by August they should have no problems completing the project with in the time-frame.</p> <p>Financial and project management plans The project would appear to be dependant on receiving funding from Sport England (£150,000 applied for) FCC Community Action Fund (£95,000 applied for) and the Football Foundation (£100,000 applied for) should these grant applications not be successful, or should the awards be lower than expected the club would struggle to meet the costs for the project as all other grant applications are for significantly less funding. The club has provided details of the ongoing maintenance costs for the track and how they intend to meet them, but the application does not give any details of how the club intend to meet the ongoing maintenance costs for the buildings, which given the application states that the current buildings have fallen into a state of disrepair, could be a concern.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS Officers have been able to score this project highly acknowledging the significance of the Club and their plans to improve the health</p>	Total score	8/12

<p>and wellbeing of the community. There are significant concerns about how much money the organisation still needs to raise in order to start the project within the timeframe. Officers are therefore not recommending an award in this round of funding to enable those projects that have more of their finances in place to get off the ground.</p> <p>Leisure conditions if awarded: The replacement facilities meet the national governing body standards. 2. A competent person signs off the project.</p>	<p>Recommended Grant</p>	<p>£0</p>
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Applicant responses	
Details of the project	<p>The refurbishment and development of the facilities to enable Horspath Athletics Track to become an Access to All Multi Sports Venue with the aim of increasing participation and volunteering in sport from all ages and abilities in the community with a focus on disability sports groups and disadvantaged young people.</p> <p>A grant would help fund Phase 1A of the project to totally upgrade the 1960s building ground floor providing disabled access and facilities and to make the building 50% more energy efficient.</p>
Where will the project take place?	Horspath Athletics Track, Oxford Rd, Horspath, OX4 2RR
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	<p>This project will see major improvements to a community building that has not changed since the 1960s. The building will be completely restructured and redesigned inside to become a more energy efficient building with the installation of new toilets, disabled toilets and changing rooms.</p> <p>The building will have new wider disabled access areas.</p> <p>Parts of the building have fallen into such disrepair that they have not been functional spaces for many years so, instead of extending the building, this project will create new facilities in these spaces.</p> <p>The key targets for this project is to have a modern energy efficient building that can be easily accessed by people of all abilities thus allowing the expansion of sporting activities available to the community.</p>
What new activities will take place because of this project?	<p>The project will offer new activities to the community as it will become a Multi Sports Venue thus increasing the number of different sports currently played at the facility including:</p> <ol style="list-style-type: none"> 1. A new community Park Run every Saturday. 2. A new Disability Sports Group will be able to use the facility to offer a wide range of sports including a new disability athletics club. 3. There will be Increased capacity . The facility will be open 7 days a week and for longer hours. 4. It will be suitable for schools (primary and secondary) to host school events and regional competitions. 5. New Holiday Sports Performance Camps. 6. New partnerships with charities such as KEEN Oxford and Sport in Mind 7. New Outreach Programme to assist participation in sport from target areas which fall under the 20% most deprived nationally.
Community benefit	
Who will benefit from your project?	<p>Oxford Athletic Club New outreach programme to encourage sport participation in young people from target areas which fall under the 20% most deprived nationally Wheels for All Disability Cycling Disability Athletics Groups (working with Access Sport) Community Park Run every Saturday Oxford City LaCrosse Great Milton Athletics Club KEEN Oxford Sport Programme Sport in Mind Oxford Triathlon Oxford Harlequins Rugby Club North Oxford Football Club Oxfordshire Secondary and Primary Schools (including Wheatly, Icknield) Holiday Sports Performance Camps Oxford Ice Hockey Club The Athletes Centre A successful programme of training all ages to become volunteer coaches. Oxford City Athletics Club has membership across the county 100 / 455 from</p>

	SODC wards.
How did you identify a need in the community for your project or service?	<p>The current facilities at Horspath Athletic Track were built in the 1960s and have not been modernised since.</p> <p>In 2016, a Business Plan was written in consultation with club members. The committee identified the need for a development project and a project committee was established.</p> <p>To establish users' needs and how best to meet them, a survey was sent to all club members and other users of the facility.</p> <p>We have consulted with: Oxfordshire School Sport and Physical Activity Officer to ascertain how the refurbishment could meet the needs of local schools. Oxfordshire Athletics Association and South of England Athletics to ensure that the refurbishment will meet the requirements to enable the facility to host county and regional competitions. Lucy Tappin, Disability Sports Officer to ensure that the new facilities will enable someone with a disability to fully use the track and facilities including the development of a new disability athletics group. This project will meet the local objectives as set out in the Council's Leisure and Well-Being Strategy 2015 – 2020, which states " to remove barriers that prevent under-represented groups from actively participating in the sporting and leisure facilities". Together with the refurbishment of the facilities OCAC will be rolling out an outreach programme led by an outreach worker to engage and inspire young people living in target areas.</p>
What difference will your project make in your community?	<p>This project will result in the following measurable outcomes that will benefit the local community:</p> <ol style="list-style-type: none"> 1. It will become a multi sports venue resulting in an increase in participation in all sports from all ages and abilities. 2. An increase in usage from disability groups such as Wheels for All and Access Sport including a disability athletics group. 3. The Outreach element of the project will result in an increase in participation in sport from target areas which fall under the 20% most deprived nationally. 4. There will be opportunities for anyone, including younger people from areas of multiple deprivation, to participate in athletics and / or coaching / volunteering. 6. This project will meet the targets set out by the Oxfordshire County Council Health and Well being strategy. 7. There will be an increase in volunteers helping in local sports and volunteering has been shown to improve health and wellbeing. 8. There will be an increase in sport participation from local schools. 9. The project will enable Horspath Athletics Track to become a Centre for Excellence in Sport, thus attracting more sports clubs to use the facilities and host more competitions. 10. More opportunities to work in partnership with charities such as Sport in Mind and Keen Oxford to deliver sporting and volunteering opportunities. 11. It will become an open access green space with fitness trail accessible at all times. <p>Success will be evaluated by recording the numbers attending and the different sports they are participating in. A yearly report detailing all data recorded will be produced and follow up questionnaires will be sent to all users at the completion of the project. Throughout the project, all users will be encouraged to give their feedback and suggestions.</p>
Finance	
Please give us details of any existing financial commitments?	<p>Our turnover as a club in 2018-2019 was c£79,000, and our regular outgoings to maintain the facilities are c£39,000. The remaining funds including the income from membership and track hire, catering and training fees (approx.£40,000 p.a) become a reserve fund for future track improvements.</p> <p>Our 5 year capital expenditure plan forecasts spending up to £40K per annum on improvements, while all the time maintaining adequate reserves to run all essential aspects of the facility.</p>
Carbon reduction/energy saving/renewable energy	
In the light of its Climate Emergency Declaration, the council has an	<p>The current facilities were built in 1960s and have not been modernised since. The refurbishment will see the building gain an energy saving of between 40 and 50%.</p>

<p>ambitious target to work towards a carbon neutral district by 2030.</p>	<p>Energy and Water saving measures are: A smaller and more efficient heating and hot water supply system (estimated water savings of 10 - 15%) Low energy ventilation system Insulation of the building structure Doubled glazed windows Push water taps Lighting sensors Low Energy hand dryers The building design will enable the building to benefit from solar gain. Energy Efficient lighting internally and externally including an upgrade of the floodlights to LED lighting (funded outside of this project budget).</p> <p>We are in consultation with a local low carbon group (Low Carbon West Oxford) with regard to the installation of solar panels on the large south facing roof. We are expecting an audit from Brookes University on this scheme in the coming months. This would be financed as part of the low carbon groups community solar initiative and does not therefore come under this project budget.</p> <p>The project includes the planting of trees around the track side to improve shade and green space.</p>
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Wheatley Parish Council	Ref	SCAP19-21/10
Improvements to Farm Close Road Recreation Ground		

Total project cost	£34,309	SCAP grant requested	£10,000
Organisation's contribution	£9,309	Total other funding applied for but not yet secured	£15,000
Other secured funding	£0	£15,000 S106 application not yet secured	
Funding still needed for the project	£25,000	Organisation's latest bank balance £219,012	

Previous grants

None

Scoring

New facilities or activities The project will provide substantial new activities by improving the recreation ground with new play equipment, landscaping and benches.	Score	3/3
Community benefit The project improves an existing play area that needs investment to ensure it continues to be open to everyone.	Score	3/3
Finance The parish council have applied for all the funding needed, contributing £9,309 from their own reserves and requesting the balance from S106. The application to S106 is still being considered and if this is agreed, the score could increase to 3.	Score	1/3
Carbon reduction/energy saving/renewable energy The project has a good impact on health and well-being and has little/no ongoing carbon footprint	Score	1/3
<p>Consultation The Parish council consulted residents in 2018 on future use of the site, with clear support for an improved play area. Equality officers support this project. Colleagues from S106 have confirmed they have received a funding request application from Wheatley Parish Council towards improvements to Farm Close Road Recreation Ground, however the application is still pending.</p> <p>Project completion within timeframe If funding is in place, the estimated start date is 1 May 2020 and completion will be by 31 August 2020.</p> <p>Financial and project management plans Maintenance will be funded from the annual parish council precept, and incorporated into the reserves. The project plan is as required for a project of this type of activity. The large bank balance is due to significant reserves earmarked set aside for building a new pavilion/community facilities and ongoing maintenance fund.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS Officers recommend funding 58% of the requested amount as it is a medium priority project. A higher award is not possible due to the budget available. Condition - benches need to be a suitable height to be accessible for members of the community with mobility issues. One picnic bench should also be accessible for wheelchair users.</p>	Total score	8/12
	Recommended Grant	£5,800

Applicant responses	
Details of the project	Wheatley Parish Council are looking to install new play equipment, safety surfacing, seating and planting schemes at Farm Close Road Recreation Ground, Wheatley. The project will provide new play opportunities for young children, a meeting place for families a place to relax and engage with the natural environment
Where will the project take place?	Farm Close Road Rec, between Farm Close Rd/Beech Rd and Kelham Hall Drive
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	<p>Some years ago some play equipment was removed but not replaced, leaving only one triple set of swings. Visitor numbers reduced and the site is now only used by a few children from the surrounding houses.</p> <p>This project will completing reinvigorate the site to one that is welcoming and attractive to the many young children and families that live in the immediate area and those from the wider community.</p> <p>The play equipment will include a climbing structure and slide as well as a multi seated springer. These items will help young children develop core skills: co-ordination, confidence, communication and social interaction with other children, whilst providing a safe environment to be outside, in the fresh air and undertaking physical activity. All proven to provide multiple health and well-being benefits. The existing swings will be improved by new seating and will provide a mix of swing seats for all ages.</p> <p>Further enhancements of new seating will allow parents and children to sit, chat, eat within the park and will hopefully become a meeting place for families.</p> <p>The new planting scheme will improve the range of flora and fauna and will provide opportunities for young children to explore plants, trees and the wildlife that the planting will attract.</p>
What new activities will take place because of this project?	<p>The new play equipment will offer new opportunities- slide, climbing frames, tunnels, springers, swing seating, benches and seating as well as enhanced experiences with wildlife. The equipment allows children to explore at varying heights, experience different textures and materials, provide new challenges and develop their confidence.</p> <p>The site will also provide non-structured play activities including but not limited to; hide and seek, tag, imaginative play, exposure to insects and other wildlife and so much more.</p>
Community benefit	
Who will benefit from your project?	<p>Young children and older siblings Parents/single parents Families Grandparents and other relations Childminders Nursery schools School children Elderly Attendees of Maple Tree Centre and other local groups who may use the play area for off-site activities. Adults and young people - improving mental health</p>
How did you identify a need in the community for your project or service?	<p>In 2018 the council carried out a consultation exercise with the community to identify how the site should be used in the future.</p> <p>Surveys were posted through the doors of properties in the immediate vicinity, included in the village newsletter (2,000 households), on parish council website and promoted through the village and community group Facebook pages.</p> <p>The responses were collected and analysed 52% requested a play area for young children, 28.86% favoured an outdoor fitness equipment and 20,26% favouring a managed wildlife area.</p> <p>The results were reported back to the parish council to enable them to make an informed decision, leading to the proposed play area improvement. The results were also shared with the community and will continue to be as the project progresses</p>

<p>What difference will your project make in your community?</p>	<p>A new vibrant and appealing play area that will provide new opportunities for young children, parents and their family. The benefits of which will be shown in their confidence, health and well-being as well as supporting them through the early years educational programme offered by local organisations (e.g. Maple Tree Centre) and nurseries and schools.</p> <p>We would like to see more children and their parents/grandparents visiting the play area. Once the new equipment has been installed we will monitor the usage of the site which will show an increase in usage. We will also seek to gauge the opinions and views of the community by capturing feedback and success of the project.</p> <p>The new play area is within a short walk from a new development for over 55's and will be accessible for grandparents to visit with their grandchildren, providing a safe environment for them to enjoy time together</p>
<p>Finance</p>	
<p>Please give us details of any existing financial commitments?</p>	<p>Earmarked reserves £133,000 including £50,000 for rebuilding pavilion/community facilities, £20,000 to investigate new burial ground, £53,000 ongoing maintenance of parish council assets.</p> <p>approx £60,000/ 6 months of precept (as recommended)to safeguard any issues regarding anticipated income or unforeseen expenditure.</p> <p>The parish council also has salary commitments for the remainder of 2019-20 approx £19,000,</p> <p>Other income and expenditure is in line with approved budget</p>
<p>Carbon reduction/energy saving/renewable energy</p>	
<p>In the light of its Climate Emergency Declaration, the council has an ambitious target to work towards a carbon neutral district by 2030.</p>	<p>We will work with our appointed contractor to ensure that the maximum amount of waste is recycled.</p> <p>Once installed the new equipment will require no water or lighting. We will undertake maintenance as per manufacturers guidance and best practice to prolong the life of the equipment.</p> <p>Planting schemes will incorporate plants and shrubs that require minimal watering, but are attractive to pollinators and other wildlife.</p> <p>Seating will be made from recycled plastics - which are durable and require minimal maintenance.</p>

Fish Volunteer Centre		Ref	SCAP19-21/11
Purchase of premises (ex police station)			
Total project cost	£140,000	SCAP grant requested	£70,000
Organisation's contribution	£50,000	Total other funding applied for but not yet secured	£97,000
Other secured funding	0		
Funding still needed for the project	£90,000	Organisation's latest bank balance	£111,441

Previous grants

- Volgrant/39 volunteering grant £750 (2018)
- SRev\17 Revenue grant to employ office manager £12,000 (2017-2021)
- SCCG/52 Promotion costs £2,500 (2018)

Scoring

<p>New facilities or activities Through the purchase of a new permanent home for the charity FISH Volunteer services, the project will provide a substantial new facility which will increase the sustainability of a significant service for the community. This will help secure the future of the charity that supports Sonning Common Health Centre with rural transport and programmes to tackle isolation. The new space will offer a community room available for meeting use by other volunteer groups, a respite centre for carers and training space.</p>	Score	3/3
<p>Community benefit The purchase of a new premises for FISH will provide a facility that is available to anyone wishing to access their services or use the space as a meeting place for carers or clients, as well as local voluntary groups.</p>	Score	3/3
<p>Finance The balance will be paid for by a loan from Sonning Common Parish Council (decision date February 2020), and evidence has been provided to show repayments over four years, funded partly from savings made as a result of no ongoing rent payments. Plus £50,000 contribution from their own reserves.</p>	Score	1/3
<p>Carbon reduction/energy saving/renewable energy The project does not include any energy saving or renewable energy proposals as it is the purchase of a building.</p>	Score	0/3
<p>Consultation The applicant has evidenced the need for their service with census data and volunteer numbers working for the charity's clients. The existing lease on their rented property is also unlikely to be renewed, leaving the organisation vulnerable. Infrastructure colleagues support this application, stating the organisation's value offering support services and community transport to Sonning Common and surrounding parishes. No S106 funding is available.</p> <p>Project completion within timeframe Deposit on purchase to be paid May 2020, completion/exchange Aug 2020.</p> <p>Financial and project management plans Financial plans are solid, with five year financial forecast confirming organisation's ability to repay loans, and building reserves back up from using £50,000 on this project.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS Officers recommend funding 53% of the requested amount as it is a medium priority project. A higher award is not possible due to the budget available.</p>	Total score	7/12
	Recommended Grant	£37,100

Applicant responses	
Details of the project	<p>Fish Volunteer Services presently rents premises from , a retired doctor who is now 99. should the inevitable happen his family have informed us that the property would be sold .</p> <p>Searching possible replacements we have been offered the vacant police station in Sonning Common (ideally placed for us) At present this property has been bought by a developer who is altering the adjoining police house as well as the police station, but is happy to alter the station to suit our needs.</p> <p>The purchase price is £140,000</p>
Where will the project take place?	76 Lea Road Sonning Common RG4 9LJ
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	<p>The project will improve the existing facility where we are only leasing the space. Our current facility has 15 months left on the lease period where we have a 6 month break clause.</p> <p>currently our landlord is a Dr Hemphill who was a founding member of our Charity.</p> <p>Dr Hemphill will be 100 years old in 2020 and the family whilst having supported us wonderfully over the years have explained to us that it is unlikely that our lease will renewed due to the poor health of Dr.Hemphill and their intention to sell the property should anything sadly happen.</p> <p>Our Charity due to the above needs new premises and therefore it is essential that the new premises replace and improve on our current location.</p> <p>Due to modern building regulations, our new facility which this grant along with our own funds will buy the freehold, will be thermally efficient and present to us a great new working environment with the knowledge that it will belong to the Charity and we can be confident in planning for the future.</p> <p>We will also have faster broadband speeds due to the new location being more central in the village of Sonning Common.</p> <p>The new facility will also provide a warmer and welcoming environment for people to pop in and share coffe and conversation etc in the new community room .</p>
What new activities will take place because of this project?	<p>The new facility will enable us with confidence in the future offer the community room to be open to all the community at no charge. In the locality there is no such facility for small gatherings for free in the immediate area.</p> <p>Currently we have enquiries for local groups to use the community room from:</p> <ol style="list-style-type: none"> 1.Sonning common magazine for their editorial meetings. 2.Committee meetings of the Chiltern Edge Horticultural society. 3.Extend the use of the room to carers as a respite center. We currently use our existing room for such an activity but wish to extend the invitation to use the room having identified the need. 4 We currently have a foot practitioner using our existing community room.this service can be extended due to popular request.there is a severe lack of such skills in our area of operation.This activity will alleviate theClients from waiting to have NHS appointments. 5 Our own management meetings will be able to take place in an area where access to a kitchen and cloakroom area are separate. 6.Currently we have a project that has been in place nearly 4 years where we have a programme to visit the lonely in our Community.We have some 20 volunteers involved in this work. <p>Our new facility would enable us in the future to take clients away from their homes.</p> <p>We wish to extend wherever possible the use of the Community room since currently we have to pay business rates on our present community room.</p> <p>.</p>
Community benefit	
Who will benefit from your project?	<p>The FISH Volunteer Centre service has been in operation for 41 years and the present ~Trustees wish to make sure that the Charity is fit for purpose for another 40 years plus.In order to acheive this aim we need a permanent home.</p> <p>Our area of opertion covers the main area serbiced by the Sonning common Health Centre which caters for approximately 10000 patients..</p> <p>Over the years we have delivered our service to that Community from rented accommodation..We need to plan to cater for our client with confidence.Our project in buying a permanent home will allow the Community at large to have the knowledge that we will be able to build on the successful Charity we are.</p> <p>We are dealing with an ageing Community where the demographics show a</p>

	<p>growing elderly population where with this great project all will benefit. Our new premises will include for an office and Community room. The Community room will be used as present by ; Groups of carers who will be able to use it as a respite room where they can gather and enjoy chatting and refreshments enjoy one anothers company. We also wish to expand the time that we have a foot practitioner working for us. This service is in growing demand and with the new premises we will be able to plan this development. Our Volunteers will also benefit by having a room for training eg safeguarding, Lifting, first aid etc</p>
<p>How did you identify a need in the community for your project or service?</p>	<p>This project will enhance our service to our clients along with providing a good working environment for our Volunteers. The need for our service was first identified 41 years ago .Due to the length of time our Charity has existed this proves the dramatic and growing need for the work of FISH. We operate in a semi rural area where over the last few years bus services and many other services once provided by government have been with drawn due to lack of funding. FISH supports and transports our clients in the Community dealing with many small villages where access can at times be difficult. How would our clients get to the Royal Berkshire Hospital, John Radcliff Hospital, or doctor /dental surgeries visits to care homes without us being on the end of a phone to organise. We have to many become the 4th Emergency Service and enjoy the support of all our local Parish Councils that say without us many people would suffer both hardship and complete loneliness. The need for our services in the Community is expressed by the fact of the number of volunteers we have . 11 minibus drivers, 80 private car drivers, 20 volunteers working in our office on a rota basis. We have additional volunteers that help out at our monthly tea parties. Included in the above are the 15 Trustees of the Charity. All this undoubtedly proves the ongoing need for our work within the Charity</p>
<p>What difference will your project make in your community?</p>	<p>Our project will give confidence to the Community that when needed we will be around to support them. As already stated the new office environment will give good working conditions for our volunteers who man the telephones through our computerised booking system. A measure of the success of this will be retaining volunteers and encouraging new volunteers to join us. We value highly our volunteers and this project will demonstrate that fact in providing a clean and efficient working space. With a better internal layout we will be able to use the new facility for in house training. We have trained volunteers for the subjects of safeguading and first aid. This ability will allow us to undertake training with marginal cost allowing us to run the Charity more efficiently. We wish to encourage our clients and friends to pop into the new facility so that they can if they wish meet people and escape loneliness. The measure of the success of this initiative will be the number of people popping in. Currently due to the layout of our present facility this is not possible.. The increase in the speed of broadband will assist in the new facility by helping to make the work of the Volunteers more efficient. We also wish in the short term to develop our booking system to become more user friendly when our volunteers are using the system online</p>
<p>Finance</p>	
<p>Please give us details of any existing financial commitments?</p>	<p>We have one financial commitment of £72,600 to purchase a new minibus in January 2020. We are optimistic that the existing minibus will sell for £10,000. Giving an adjusted bank balance of £49,066. Extra fund-raising activities are planning to raise £8,275 and the forecasted surplus from routine activities (ie excluding the minibuses and fund-raising) during December-August is £13,241. Giving an August balance of £70,582. Detailed forecast showing the above has been provided with financial accounts.</p>
<p>Carbon reduction/energy saving/renewable energy</p>	
<p>In the light of its Climate Emergency Declaration, the council has an ambitious target to work towards a carbon neutral</p>	<p>Our project involves taking what was the old police station in Sonning Common and working with the developers who have purchased it into a wonderful working environment for the future. Clearly we are somewhat restricted in the scope of improvements. we can make .However with the work envisaged we will be able to improve the insulation</p>

<p>district by 2030.</p>	<p>building together with the idea of installing photovoltaic cells for producing solar energy. This idea dependent on funding. We have two parking spaces with the new office so it would be possible at a later date to install electric charging points. We will continue to discuss the whole subject of carbon reduction with the developer.</p>

Warborough Parish Council	Ref	SCAP19-21/52
Warborough Sports Pavilion Refurbishment Project		

Total project cost	£131,945	SCAP grant requested	£65,972
Organisation's contribution	£2,000	Total other funding applied for but not yet secured	£60,880
Other secured funding	£5,093		
Funding still needed for the project	£124,852	Organisation's latest bank balance	£75,467

Previous grants

CGS19-20/130 Greet Hall Lighting Replacement Project £945 (2019)
 CGSBC2\100015 Warborough War Memorial Project £3,000 (2017)
 CO15k£1080 Greet Memorial Hall re-roofing, insulation, door replacements, heating and lighting improvements and stage lighting. £25,121 (2013)
 SCap18-19\56 Warborough Parish Playground & Outdoor Gym £25,000 (2018/19)

Scoring

New facilities or activities The project significantly improves and extends a significant community facility, adding a female changing room and a separate junior changing room with extra toilet facilities which can also be used by the tennis club. This will also offer new private hire opportunities for the pavilion.	Score	3/3
Community benefit The application form describes the value of the pavilion and cricket club as a focal point of the village, having a significant impact on the health or well-being of one group. The application does state that the tennis club also uses the toilets because the nearby tennis courts have no facilities, supporting the scoring of 2 points, and the organisation would potentially be open to hiring the facilities out to others.	Score	2/3
Finance They have a clear funding plan in place, but have secured less than 50% of the balance, relying on the result of a grant application - decision due 2 March 2020.	Score	1/3
Carbon reduction/energy saving/renewable energy The project includes implementation of a range of good energy and/or water saving proposals but would require more significant measures, based on an independent energy audit, to score an extra point.	Score	1/3
Consultation Their Neighbourhood Plan supports improving village amenities including sports facilities. Equality officers support this project. Leisure officers support this application in principal but would strongly recommend the following conditions: 1. the replacement facilities meet the national governing body standards. 2. A competent person signs off the project.		
Project completion within timeframe The project is likely to start within 12 months of the award and complete within two months. Estimated start date 28 September 2020.		
Financial and project management plans The financial and project plans are robust and well thought through, however the organisation is relying on the success of one other large grant to complete their fundraising target. The organisation states they are unable to contribute more to the project as there are other capital projects in the village that require financial investment from the parish council.		
DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS Officers recommend funding 53% of the requested amount as it is a medium priority project. A higher award is not possible due to the budget available. Officers have some concern that there is still £89,897 to raise to complete the project.	Total score	7/12
	Recommended Grant	£34,965

Leisure conditions: The replacement facilities meet the national governing body standards. 2. A competent person signs off the project.

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Applicant responses	
Details of the project	Warborough Parish Council wish to fully refurbish the sports pavilion, an beautiful old building on the green at the heart of the village. It has fallen into serious disrepair over the years and is in desperate need of renovation. The thrust behind the project comes from the needs of the cricket club, the main user. At present, it offers extremely limited changing options for females, a growing population in the sport, and presents safeguarding issues for children changing with adults. To solve this, creation of a third changing room is proposed alongside the full refurbishment of this precious village asset.
Where will the project take place?	The Sports Pavilion, Warborough Green, The Green South, Warborough, WALLINGFORD, Oxfordshire, OX10 7DR
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	<p>This is not simply improvement of a facility, but provision of something entirely new, namely a female changing room and a separate junior changing room where there was no previously provision. The internal set-up is geared towards adult, single-sex teams; two changing rooms, two toilet cubicles and two shower areas. An additional toilet accessible on the end of the pavilion has been designated for "ladies" and has generally been intended for use by female spectators. This loo is also available for use by the tennis club who lack any facilities at the courts.</p> <p>Provision of a suitable changing facility for girls is becoming a pressing need which currently can only be addressed by designating the changing rooms "male" and "female" rather than "home" and "away" which always makes the male changing room unacceptably overcrowded, or asking girls to change in the ladies loo.</p> <p>Another pressing need is the fact that where Under 18s are playing in adult cricket, male and female, they must now be allocated a separate changing area or else the team's room must be vacated while they change, which is impractical. Thus the new provision will provide a proper, safe changing space and showering area for children playing adult cricket and for females when playing in a mixed team, both of which are weekly occurrences at present.</p> <p>It also provides a turnkey parish social space in the upgraded main room which is used for storage of kit and outside furniture - a 3rd new provision.</p>
What new activities will take place because of this project?	<p>The new layout will allow W&SCC to provide cricket for juniors and for females (mainly juniors but also some in the senior section) to play cricket in a welcoming environment in line with modern safeguarding and inclusion principles. These activities are not properly possible now - females mainly have to eschew changing and boys either do the same or end up changing with the men; not best practice but unavoidable. W&SCC are providing excellent cricket and a vibrant club, but the pavilion facilities are very much letting the club down and has a knock-on effect on enjoyment and thus participation.</p> <p>The pavilion is of course also a parish asset, which due to its poor state of disrepair is not usable for anything other than as a sports pavilion by those currently willing to overlook its shortcomings to play the game. The main room where the teams have tea is full of equipment when not in use, such as the outside furniture, kitbags, the scoreboard, stumps and umpiring coats etc. The provision of a storage annex will remove all of this equipment, and the renovation will make this space clean, tidy and presentable. It will thus be a social space available for use outside of cricket usage (much of the year) - coffee mornings, meetings, children's parties etc are all likely candidates for use. Thus this project will return to the village a turnkey asset as well as offering safe and welcoming cricket to all sexes and ages.</p>
Community benefit	
Who will benefit from your project?	The cricket club has been at the epicentre of the village since cricket was first played - documented matches on Warborough Green go back over 200 years. Without investment in the pavilion, the future of the cricket club is bleak - it will fail to attract girls and juniors and more and more seniors will be turned away by the state of the pavilion. Not refurbishing and providing the right environment for cricket is a grave threat to the survival of cricket in the village. That would be to the detriment of anyone who enjoys the green, whether it be the many houses overlooking, the hundreds of people who visit to watch cricket there, ramblers and dog-walkers, or any of the village who enjoy a cricket pitch at the centre of the village rather than an un-mown field as it would become without the curation of the cricket club. Thus just from averting the threat to continuation of cricket, multiple

	<p>groups can be seen to benefit. More directly of course there are the 150+ members (nearer 250 with parent associate members, vice-presidents etc) who will benefit, and most directly of that group would be the 100+ juniors and 30+ girls within that number who play at Warborough. There is a major push at national level to increase the engagement of girls in cricket - women in sport are a vastly under-represented demographic, and women's cricket is one of the fastest growing sports in the UK; councils need to support that.</p>
<p>How did you identify a need in the community for your project or service?</p>	<p>The need for general renovation has been clear for many years as the pavilion has physically deteriorated. The need for separate female and junior changing has developed in recent years as the club has been more successful in attracting juniors, and especially female cricketers (the 5-8 year old cadre - All Stars - have nearly double the national female participation rate at over 40%).</p> <p>As the club has developed and the ECB has published more information on facilities and inclusion it has become clear they are seriously in deficit in both of these areas. The safeguarding policy (Safe Hands) promoted by the ECB was formally adopted by the club last year and formalised the incompatibility of their facilities with this policy. On further investigation another ECB document on changing facilities and their strategic priorities action plan also made it clear how behind the curve they are on provision of adequate facilities to encourage females to start playing and continue to play cricket.</p> <p>The recently adopted Neighbourhood Plan, built from consultation with the community, shows clear support for improving village amenities including sports facilities and thus is a key plank demonstrating the viability of this project. Within the club (which with parents has around 250 stakeholders from our parish and surrounding villages) there had been clear support gathered by the coaching staff and committee members. The club has also circulated and explained plans to the community, inviting feedback, including meeting parishioners at a pavilion open afternoon to inspect the proposals.</p>
<p>What difference will your project make in your community?</p>	<p>As alluded to above, cricket is key to the village, and investing in the facilities that form the backbone of that sport in Warborough, will go a long way to safeguarding its continued provision. Cricket is the only mass-participation competitive sport in Warborough. From a parish of around 1000 people, a club of this size (c.250 members and parents) is hugely significant. The club provides cricket for many in the village and also for many of the surrounding villages. There are many senior clubs locally but very few junior set-ups thus funding this club also aids Benson, Berinsfield, Dorchester-on-Thames, Ewelme, Wallingford and many more.</p> <p>The Parish Council has a requirement to provide facilities and enable sports and recreation, which is of course central to SODC's own recreation policy (as detailed in SODC's "Open space, sport and recreation facility assessment"). Funding this project will ensure that the PC is able to continue to fulfil that role, which would be at risk were the PC not able to provide a usable pavilion, which this building is fast becoming.</p> <p>Key outcomes that the cricket club have identified and the PC agrees with are (all easily measurable):</p> <ul style="list-style-type: none"> - Increase in the number of girls playing cricket - Increase in the number of girls playing cricket into the higher age-groups where lack of comfortable showering and changing facilities make mixed sports unpopular as body consciousness develops - Sustaining of the senior club with throughput of junior (male and female) cricketers into the senior team <p>Non-cricketing key outcomes the PC would like to achieve are (all easily measurable):</p> <ul style="list-style-type: none"> - Decrease in running costs as newer, refurbished building will suffer fewer maintenance issues - Rescue of a fast deteriorating parish asset - Provision of a new social space available for use of the public
<p>Finance</p>	
<p>Please give us details of any existing financial commitments?</p>	<p>WPC has a significant capital projects register detailing all projects of community benefit. These can only be funded from precept on top of running costs (which our community pays). We've been accruing for many projects, this being one, for several years. Our reserves are a fraction of the requirement to complete these without grant funding, thus are fully committed. Putting more funds into one project is to the detriment of others elsewhere in the parish.</p>

Carbon reduction/energy saving/renewable energy

In the light of its Climate Emergency Declaration, the council has an ambitious target to work towards a carbon neutral district by 2030.

The refurbished pavilion will not be vastly different from the current in terms of carbon production as it produces so little, but where possible, the new plan will afford the PC opportunity for improvements. A new boiler and water tank will lead to more economic water heating for showers and kitchen use. Likewise, new appliances in place of outdated ones in the kitchen will be more energy efficient. The new lighting system will be LED-based rather than the current strip lighting. New windows in the WC/shower end of the pavilion will provide better insulation. New lighting will also be on activation switches which will ensure no lights get left on by mistake, reducing energy usage.

Sonning Common Parish Council	Ref	SCAP19-21/26
Churchill Crescent Play Area Resurfacing		

Total project cost	£14,189	SCAP grant requested	£7,094
Organisation's contribution	£7,095	Total other funding applied for but not yet secured	£0
Other secured funding	£0		
Funding still needed for the project	£7,094	Organisation's latest bank balance	£380,176

Previous grants

- SCap18-19\32 Lea Road Park resurfacing £18,629 (2018)
- SCap18-19\78 Village Hall Flat Roof Replacement and Insulation £13,444 (2018)

Scoring

New facilities or activities The project allows existing activities to continue by replacing an existing play area surface with longer lasting, safer materials. The current play surface is worn and poses trip and fall hazards. The applicant has said this project is crucial to the safety of children when using the play area	Score	1/3
Community benefit The project will improve a playground that is open to everyone to use.	Score	3/3
Finance The parish council is funding the balance of the project, however the score is limited to 1 point as they have not stated how they will fund the eventual replacement and would appear to be able to fund the project from their reserves. The parish council has committed its reserves for village centre improvements and to develop a new sports and leisure facility, however given the current health and safety concerns with the play area, officers feel that this work could be prioritised.	Score	1/3
Carbon reduction/energy saving/renewable energy The project has a good impact on health and well-being and has little/no ongoing carbon footprint	Score	1/3
Consultation The recommendation to resurface the play area was made following their annual inspection. The news has been positively received by the community. Other play areas in the village have also been resurfaced (including one which has previously received SODC grant funding Ref SCap18-19\32). Equality officers support this project.		
Project completion within timeframe With no further funding to be secured, the project can begin 4 May 2020 and complete by 18 May 2020.		
Financial and project management plans The parish council's plans are sufficient for resurfacing the play area. The organisation states that their contribution is based on having a balanced budget, with reserves earmarked for village centre improvements projects and to develop a new sports and leisure facility.		
DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS Officers recommend funding 50% of the requested amount as it is a medium priority project. A higher award is not possible due to the budget available. Officers have some concern that if the project is a health and safety issue, it should be funded from parish council reserves.	Total score	6/12
	Recommended Grant	£3,547

Applicant responses	
Details of the project	The play area surface of Churchill Crescent park is showing signs of wear and tear. In certain places the grass has worn away from the top of the rubber matting which was initially placed under individual pieces of equipment to reduce the impact risk of falls. The rubber matting is lifting in places, thereby increasing the risk of trips and falls. Consequently, the impact absorbing material beneath equipment needs to be replaced.
Where will the project take place?	Churchill Crescent Play Area, Churchill Crescent, Sonning Common. RG4 6RU
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	The project will create improved and safer play park facilities for local families to enjoy and benefit from. The current play surface is worn and poses trip and fall hazards. The new surface will improve the park visually, offering clearer definition to the play spaces for those with visual impairments, it also improves the surface for those with mobility issues. It is anticipated that works improving the surface will re-invigorate the park and encourage more visits. This will in turn provide exercise opportunities for children to get out and about and active at the top end of the village, where there are no other play areas to enjoy. This project is crucial to the safety of children when using the play area.
What new activities will take place because of this project?	The park will be re-newed/re-vamped and we hope to attract new visitors with the improved facility. It will bring the park up-to-date and make it more desirable for local young families to use. Churchill Crescent is the only play area in the top half of the village, it is important to keep it well maintained for the benefit of local residents. We want to encourage children to get outside and make use of the exercise facilities we have in the village.
Community benefit	
Who will benefit from your project?	Families with pre school age children will benefit from this project, along with children from the village and surrounding area whom attend Sonning Common Primary School, Peppard CoE Primary School and Kidmore End Primary School. Children from Bishopswood Special Needs School will also be able to enjoy the new park. Young disabled adults living in Operation Friendship care home are a 10 minute walk from the park and young people living in Florence House foster home nearby will also benefit from the works.
How did you identify a need in the community for your project or service?	The recommendation to resurface the play areas was made following the annual play area inspection. It is estimated by our council's play area inspector that most of the play equipment has an expectancy of 8-10 years further use. The council's decision to resurface the play areas was widely publicised in Sonning Common Magazine and the Henley Standard. This news has been positively received by the community. We have now completed projects at Baskerville Road and Lea Road play areas, Churchill Crescent is the last park in the village to be improved and will complete the full project.
What difference will your project make in your community?	This project will make a difference in the community and wider locality. It brings the last park in Sonning Common up-to-date and improves safety, useability and appearance. We estimate that the park currently attracts around 20 visits per week and we would like to increase the use of this park. It is 'tucked away' and we hope that publicity of the new surface will encourage families to seek it out and use the facility to its full potential. We know that if parks are maintained to a high standard then vandalism is kept at bay. We do not want this to become the 'forgotten' park with little investment, we want it to be used and enjoyed by local children and families.
Finance	
Please give us details of any existing financial commitments?	We have a balanced budget based on our precept. We hold earmarked committed reserves for village centre improvements projects and to develop our new sports and leisure facility. Our contribution to this park resurfacing project is included in our earmarked reserves. We will receive CIL payments during the year, based on planning approvals.
Carbon reduction/energy saving/renewable energy	
In the light of its Climate Emergency Declaration, the council has an ambitious target to work towards a carbon neutral district by 2030.	Tiger Mulch is a free draining, sustainable, bound surface which resembles wood chip. Tiger Mulch is made from 100% recycled materials, it can be patched for repair if equipment changes. Tiger Mulch can also be recycled at the end of use. It was chosen because of these qualities, reducing our environmental impact.

Wallingford Methodist Church	Ref	SCAP19-21/49
Replacement of boilers and upgrade of heating system		

Total project cost	£12,664	SCAP grant requested	£2,000
Organisation's contribution	£9,398	Total other funding applied for but not yet secured	£0
Other secured funding	£1,266		
Funding still needed for the project	£2,000	Organisation's latest bank balance	£37,138

Previous grants

CU15k£\913 Wallingford Methodist Church ventilation scheme £8,000 (2012)

Scoring

New facilities or activities The project replaces the heating system and boiler to allow existing activities to continue.	Score	1/3
Community benefit The project will provide facilities that are open and available for all to use, however as the building is owned by a religious organisation the score has been limited to 2 points as per the grant policy.	Score	2/3
Finance All the remaining funding is secured, mainly due to the organisation's large contribution to the project and fundraising contribution from the Wantage and Abingdon Circuit. The organisation would be unable to contribute more to the project due to their reserves policy.	Score	3/3
Carbon reduction/energy saving/renewable energy The project includes measures which will lead to energy saving improvements, but only through meeting building regulations and no more.	Score	0/3
Consultation Consultation included feedback from current users of the space and regularly monitoring energy usage.		
Project completion within timeframe The work is due to begin 27 July 2020 and complete 7 August 2020.		
Financial and project management plans Project management and ongoing maintenance plans are as expected for a project of this type. A significant contribution from the organisation's own reserves will allow the project to start as soon as possible once the final £2,000 has been secured.		
DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS Officers recommend funding 50% of the requested amount as it is a medium priority project. A higher award is not possible due to the budget available.	Total score	6/12
	Recommended Grant	£1,000

Applicant responses	
Details of the project	It is planned to replace the existing boilers as they are over 12 years old and to improve the efficiency and effectiveness of the heating systems. Short comings in the system were identified while investigating an unexplained increase in gas usage.
Where will the project take place?	Wallingford Methodist Church Centre, St Leonards Square, Wallingford OX10 0AS
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	This project will improve the heating in the premises and make the environment more comfortable for users.
What new activities will take place because of this project?	This project will allow existing activities to continue. If additional activities are requested in the remaining available capacity these can be accommodated more efficiently.
Community benefit	
Who will benefit from your project?	Groups using the facilities are:- Regular Lettings Yoga Group - weekly, Autism at Kingswood 1-2 per month, Keep Fit for over 50s 2x weekly, Silver Swans weekly, Mindfulness group weekly. Church supported groups open to the public - most groups have mainly non-church attendees Tots Time, weekly: Boys Brigade & Girls Association, weekly: Tuesday Lunches, weekly 30-35 customers mainly non-church; Coffee Mornings, weekly: Art Group, weekly: Knitting Group, weekly. Church Hosted Groups Wallingford Volunteer Centre: Wallingford Talking Newspaper Church Groups Group Meetings: Fundraising events open to the public including concerts, jumble sales, book sales and art exhibitions The facilities are available for additional bookings but the level of use of the main hall makes additional regular bookings difficult. One off bookings for ie family events etc are possible. There is more availability in the upstairs rooms.
How did you identify a need in the community for your project or service?	During cold weather there have been comments that the temperatures in the building have not been comfortable. While the Keep Fit group often opens all the doors to cool the hall, most of the other activities are relatively sedentary and involve older people. It is thought that the boiler capacity is adequate but that the heat distribution system is not effective. This is being addressed in this project. Also to support this level of community use, there needs to be an assumption that the heating system will be consistently working as expected. With the increasing age of the boilers this assumption of continued reliability is reducing. The decision to replace the boilers is in part seen to be a preventive approach to enable us to continue delivering the expected services.
What difference will your project make in your community?	The project will improve the heating environment within the Church Centre and enable us to reduce energy use and hence reduce carbon emissions. The success can be monitored through users satisfaction and the monthly monitoring of energy use.
Finance	
Please give us details of any existing financial commitments?	For additional information I have added the latest audited accounts, the agreed revenue budget for 2019-20 and the latest signed reserves policy, This years is the same and was approved at the Church Council meeting in October. The main expenditure is the quarterly circuit assessment payment which covers ministers salaries. A payment of £6361 will be paid at the end of November. Other main payments are as the budget. In general income covers normal expenditure.
Carbon reduction/energy saving/renewable energy	
In the light of its Climate Emergency Declaration, the council has an ambitious target to work towards a carbon neutral district by 2030.	One of the main drivers behind undertaking the project is reduce gas consumption and reduce our impact on the environment. This will be achieved by using the latest boilers which have higher efficiencies and by enhancing the control systems on the heating circuits we aim to reduce the amount of heat being wasted. One area of the building (the hall) is on a separate heating circuit installed when the major redevelopment of the buildings was carried

	out in 2007. The rest of the buildings are on a single heating circuit so that if any room needs to be heated the whole building is heated.

Bix PCC	Ref SCAP19-21/35
St James's Community Hub and extension for toilet and kitchen	

Total project cost	£247,900	SCAP grant requested	£75,000
Organisation's contribution	£44,637	Total other funding applied for but not yet secured	£90,000
Other secured funding	£137,750		
Funding still needed for the project	£65,513	Organisation's latest bank balance	£33,441

Previous grants

No previous funding

Scoring

New facilities or activities The project is a moderate improvement to a substantial community facility. The organisation is adding an extension to house a new accessible toilet and kitchen in order to use the church more effectively as a community hub.	Score	2/3
Community benefit The project will provide facilities that are open and available for all to use, however as the building is owned by a religious organisation the score has been limited to 2 points as per the grant policy.	Score	2/3
Finance The organisation has secured well over 50% of the funding for the project, however it should be noted that project costs are based on a Quantity Survey that was carried out in January 2017. Although they have made an allowance for inflation it is very probably that the overall cost of the project will go up once quotes have been obtained.	Score	2/3
Carbon reduction/energy saving/renewable energy The project includes measures which will lead to energy saving improvements, but only through meeting building regulations and no more.	Score	0/3
<p>Consultation The organisation has undertaken community consultation, and is responding to need that has been identified due to the increased demand that has been placed on the local Village Hall. Equality officers were generally supportive of this project but wanted confirmation that the accessibility issues identified in the audit would be addressed during the project. S106 officers confirmed that they currently hold no funds in the area that the organisation could have applied for towards this project.</p> <p>Project completion within timeframe Work is due to start on the project in March 2021, so only just within the scheme time-frame. Any delay to this start date would be problematic or the the project completing within the window, as work is expected to take 9 months to complete there is a danger the project might not meet the 24 month time-frame.</p> <p>Financial and project management plans The organisation has a detailed project management plan, and have realistic expectations that the project costs could increase from the QS. In light of this they have applied for a variety of grants to support the project, and have applied for grants for more than the total cost of the project. The organisation would not appear to be able to contribute more to the project themselves.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS Officers recommend funding 50% of the requested amount as it is a medium priority project. A higher award is not possible due to the budget available. Officers have some concern that there is still £28,013 to raise before starting the project, with a QS dating back to 2017 which may lead to a further increase in overall costs once the project has gone out to tender. Officers recommend that the grant would be on condition of meeting the accessibility changes set out in their application, including fully accessible toilet,</p>	Total score	6/12
	Recommended Grant	£37,500

emergency rear exit and entrances (which must be well lit), with a path suitable for wheelchairs. Currently it is unclear if the applicant will be including a permanent ramp at the main entrance, and would be keen to ensure this is included in the final plans.

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Applicant responses	
Details of the project	<p>Our village hall, adjacent to the church, is used by a nursery school on weekdays and thus the community has very restricted access for social interaction as this is currently the only community asset.</p> <p>We have no water at the church, therefore no toilet facilities which are much needed by churchgoers and visitors alike.</p> <p>We plan to develop the rear of the church into a much needed community space which will be used for both social interaction and education. The development will require an extension to house a toilet and kitchen.</p>
Where will the project take place?	St James Church, Old Blx Road, Bix RG9 6DA
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	<p>The project will provide for the creation of substantial new facilities in the form of a Community Hub. This will be achieved by a remodelled layout of St James' Church, supported by a sympathetic extension to house an accessible toilet and kitchen. Along with updated and environmentally sensitive heating and lighting, this will create a welcoming environment for a wide variety of users.</p> <p>These additional facilities will allow local groups of all types, for the first time in many years, to meet and socialise locally during the working day as well as evenings and week-ends. It will also be able to support a regular cafe to meet the needs of both local residents and passing walkers & cyclists.</p> <p>The additional facilities and changed layout will also provide improved facilities for holding more formal community events such as concerts, which are not generally feasible due to a lack of a toilet.</p>
What new activities will take place because of this project?	<p>The project will allow many local community groups now to have access to a facility where they can meet, and utilise increased space within the existing building, along with access to a toilet and kitchen. New activities that could be provided for the community could include (but not limited to):</p> <ul style="list-style-type: none"> - Community meetings, such as parent & toddler activities - Fitness classes - Pensioner teas - Educational activities, supported by a heritage & historical display - Community cafe - Concerts, etc - Acting as a hub for walking trails, connecting the 3 villages within the parish, linking up with the ancient church in the valley as well as other walks around the valley.
Community benefit	
Who will benefit from your project?	<p>Parents with toddlers School children (educational & historical displays will be provided) The Elderly Low income villagers and those without transport Walking groups such as those encouraged by the Chiltern Society Cycling groups such as the Reading Cycling Tourist Club Local societies such as book groups etc Fitness groups Casual visitors to the village</p> <p>We are providing a Community Hub open to every member of society, regardless of income, race or faith</p>
How did you identify a need in the community for your project or service?	<p>The idea for the Community Hub was born from the reduction in other local facilities - specifically the village hall which is now used as a Nursery school during the day. A community consultation was undertaken, with overwhelming support (82% of respondents) for the idea of increasing the use of the church building for the benefit of the whole community.</p> <p>There is currently a "Handy Bus" that runs once a week to allow local villagers access to Henley and/or Reading, as well as limited local bus services - aside from that there is nothing provided to support those without transport. With no shop within the parish, or any pub at Bix, many residents have expressed the desire</p>

	have somewhere to meet.
What difference will your project make in your community?	<p>We are aiming to facilitate a more cohesive community, which in turn will be achieved by holding a number of events within the Community Hub.</p> <p>This has the capacity to support both the mental and physical wellbeing of members of the local community, by providing a venue for both social and healthy activities (which are not mutually exclusive!).</p> <p>By updating the Victorian church in this manner and creating a more welcoming space, we will be securing the building and leaving legacy for future generations to enjoy. The church stands at the heart of the village of Bix, and by opening it up to the community, it becomes a facility that all will be comfortable in using, regardless of background or faith.</p> <p>Our core measure of success will be "Is it used?".</p> <p>Please note that we have previously applied for a Capital Grant (we were declined - we did not apply as the PCC and it was probably too soon). However, we were fortunate to secure a £500 Councillor Grant, which is why we responded "yes" to the earlier question on previous SODC funding.</p>
Finance	
Please give us details of any existing financial commitments?	<p>Normal income unrelated to Project for 2019 is expected to be c.£23,000: Gift Aid / Covenants - £8,300 Fundraising £3,600 Tax rebate (from gift aided donations): £3,000 Fees: £2,900 Dividends: £1,100 Church Collections: £900 Parish council Grant: £500</p> <p>Expected expenditure for 2019 unrelated to project is c.£18,900: Parish Share: £13,000 Rector Expenses: £1,100 Insurance: £2,300 Other running costs: £2,500</p>
Carbon reduction/energy saving/renewable energy	
In the light of its Climate Emergency Declaration, the council has an ambitious target to work towards a carbon neutral district by 2030.	<p>As a minimum, we expect to rewire the building which will allow us to upgrade all lighting (inside and out) to the latest high efficiency standards, along with updated heating that we expect to significantly reduce in energy requirements. We will be installing a water system for the first time, which will be designed to minimise use and wastage (e.g. by providing rainwater butts for the graveyard and low water taps in the kitchen & toilet. The new extension will be insulated to the latest standards as a minimum.</p> <p>We have requested an Energy Audit to ensure that the proposed plans can be made as environmentally efficient as is practicable. In parallel, we have asked the Diocese Advisory Committee (DAC) for advice on solar (such as roofing tiles, bricks, etc) to see how we can reduce the energy we require from the grid.</p> <p>As part of the tendering process for the works, we intend to include an evaluation of the environmental standards of the potential prime contractors.</p>

Goring Heath Parish Charity	Ref	SCAP19-21/45
Improving Access to Goring Heath Village Hall		

Total project cost	£8,201	SCAP grant requested	£4,100
Organisation's contribution	£0	Total other funding applied for but not yet secured	£3,301
Other secured funding	£800	Requested £2,501 from PC not yet secured	
Funding still needed for the project	£7,401	Organisation's latest bank balance	£8,278

Previous grants

SCap16\105 Refurbishment of Goring Heath Parish Hall Windows £3,743

Scoring

New facilities or activities The project moderately improves a substantial community facility by widening the main door to the lobby into the main hall of Goring Heath village hall. This will allow wheelchair access and will improve the suitability of the hall for larger functions.	Score	2/3
Community benefit Improving access into the village hall will benefit all hall users (25+ different groups), encouraging more community use for larger events.	Score	3/3
Finance The organisation has identified where the balance of the project will come from but have secured less than 50 per cent.	Score	1/3
Carbon reduction/energy saving/renewable energy The project does not include any energy saving or renewable energy proposals	Score	0/3
Consultation The project has considered feedback from hall users. Equality officers support this project but would like the organisation to consider making the front door dual opening (manual and push button) rather than just manual to make access easier for all users.		
Project completion within timeframe Anticipated project start date within 12 months of award (July 2020) and will be completed within one month.		
Financial and project management plans The organisation isn't making any contributions to the project, but is asking for a donation from the Parish Council, and will fund the balance with proceeds from the village fete (2 years worth).		
DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS Officers recommend funding 50% of the requested amount as it is a medium priority project. A higher award is not possible due to the budget available.	Total score	6/12
	Recommended Grant	£2,050

Applicant responses	
Details of the project	To widen the main door from the lobby into the main hall as this becomes a bottleneck for larger functions. Adding some glass to the doors in the new double width entrance for safety and enhance the route to the main function area. The objectives of the project are to: increase the suitability of the hall for larger social functions, make it more convenient for wheelchair access, make the main access to the hall safer through better visibility and wider access, increase hall usage through more suitable and welcoming entrance.
Where will the project take place?	Goring Heath Parish Hall, Whitchurch Hill, RG8 7NY
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	The project will improve the existing village hall by making it suitable for a wider range of use. In particular it is difficult to host large social events as there is restricted width of access through the main door to the hall from the entrance lobby. This door is also used for access from the kitchen through the lobby to the main hall. This discourages potential local hirers and community groups from hosting large events at Goring Heath Village Hall and instead choosing more distant venues. Widening this entrance to double door width and adding some glass to the doors would improve safety and enhance the route to the main function area. Additionally stops to hold the doors open would enable easier circulation of hall users through the lobby to the kitchen hatch and the main entrance/exit. The objectives of the project are to: increase the suitability of the hall for larger social functions, make it more convenient for wheelchair access, make the main access to the hall safer through better visibility and wider access, increase hall usage through more suitable and welcoming entrance.
What new activities will take place because of this project?	The planned improvements will not detract from or deter any of the existing uses of the hall. However it will be more suitable for wheelchair users who might be discouraged from attending large community gatherings and improve the experience and comfort of all hall users. The hall is currently mostly used for community activities e.g. societies, pilates, toddler group, quiz night, travelling shows and community gatherings e.g. harvest supper and private parties. This project will improve the suitability of the hall for the larger events and whilst the main objective is to enhance the experience of the users for existing activities, it is anticipated that this change will encourage additional events and potentially attract new groups and individuals to use the improved facility.
Community benefit	
Who will benefit from your project?	Regular Users: Pilates Tai Chi Heath and Well Being for the Over 60's Singing Group Dog training group Tots Group – Parent and Babies Women's Institute History Society SOAG (South Oxfordshire Archaeological Society) Annual Cycle Event Church Events Private hires: Children's Parties Anniversary parties Wedding Receptions Funeral "Wakes" Charity Fund Raising Events Hall Fund Raising Events Garden and Produce show Meetings: Parish Council Parish Charity Fete Committee Elections
How did you identify a need in the community for your project or service?	Over the past few years it has become apparent at various events that there has been an uncomfortable squeeze in the lobby as guests arrive necessitating a queue outside. Once in the hall there is a similar issue when food or drink is being

	collected from the kitchen hatch. The standard door with two way traffic and guests squeezing past one another is uncomfortable and when carrying hot drinks is potentially dangerous. No survey has been carried out but comments by users when I have been checking tickets or collecting entrance fees have indicated the flaw in our otherwise excellent hall for these types of activity.
What difference will your project make in your community?	Indicators of success will be: Increase in the number of bookings for large social functions. Increase in attendance at above by wheelchair users. Continuing good feedback from hirers, users and guests on the excellent condition and the facilities provided.
Finance	
Please give us details of any existing financial commitments?	The hall annually manages to balance ongoing running and maintenance costs with income from hiring and fund raising events. The hall employs a cleaner which is typically £150 per month. The remaining outgoings are utility bills, insurance, servicing of fire alarm and extinguishers, servicing of boiler etc.
Carbon reduction/energy saving/renewable energy	
In the light of its Climate Emergency Declaration, the council has an ambitious target to work towards a carbon neutral district by 2030.	Although this project does not include any specific energy saving initiatives the hall had an energy audit in 2014 and all issues identified have been investigated with the following recommendations being addressed: Replacement of the windows to include secondary glazing. Installation of a remote control thermostat system for the halls heating. Replacement of all lighting with energy efficient alternatives. Insulation of external walls behind radiators.

Berrick Salome Parish Council	Ref	SCAP19-21/39
Village Hall and car park improvements		

Total project cost	£19,880	SCAP grant requested	£9,940
Organisation's contribution	£3,575	Total other funding applied for but not yet secured	£9,949
Other secured funding	£0		
Funding still needed for the project	£16,305	Organisation's latest bank balance	£21,896

Previous grants

SCap16\93 Hall improvements phase 2 - replacement cladding, windows and install insulation.
£10,018 (2016)

<p>New facilities or activities The project moderately extends a substantial community facility by creating a more flexible space with an additional entrance which will allow access to two distinct rooms and allowing multiple use at the same time. It also builds a store cupboard for furniture and plans include improving safety of the car park and visual appearance of the hall.</p>	Score	2/3
<p>Community benefit The village hall is open to anyone to access, including clubs and hiring from outside the village.</p>	Score	3/3
<p>Finance The parish council has a funding plan in place. Funding the balance with contributions from local organisations but these have not yet been secured, plus a potential councillor grant which is currently being considered. A further 1 point could be scored with confirmation of secured funding. The grant was originally requested for a larger amount, but some of these costs were not eligible and have therefore been removed.</p>	Score	1/3
<p>Carbon reduction/energy saving/renewable energy The project does not include any energy saving or renewable energy proposals</p>	Score	0/3
<p>Consultation The Berrick Salome neighbourhood plan identified the village hall as an important community asset. The works have the support of the community and Wallingford Bridge Club who use the space. Equality officers support this project.</p> <p>Project completion within timeframe Estimated start date is 1 June 2020, with funding scheduled to be in place by end of March. Completion 31 March 2021.</p> <p>Financial and project management plans Funds for maintaining the hall will be derived from fees to hire the hall. Other on-going expenses will be covered by the parish council, who has in the past created a capital fund for the hall (being used towards the current project). This will be built up again. Project management plans are sufficient for the works.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS Officers recommend funding 50% of the requested amount as it is a medium priority project. A higher award is not possible due to the budget available.</p>	Total score	6/12
	Recommended Grant	£4,970

Applicant responses	
Details of the project	<p>Enable the Hall to be used in a more flexible fashion by providing two distinct rooms with their own entrances.</p> <p>Improve the safety of the car parking arrangements vis a vis entrance and exit on to the highway.</p> <p>Improve the visual appearance of the east (roadside) elevation of the Hall and its relationship to the highway. in such a way that encourages responsible driving through the village of Berrick Salome.</p>
Where will the project take place?	Berrick and Roke Village Hall Berrick Salome Wallingford OX10 6JJ
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	<p>A new entrance will be created on the easterly elevation leading to a separate "small" meeting room which can then be used while the main hall is being occupied by a different user.</p> <p>A storage room will be created on the eastern elevation for the tables and chairs that are necessary for flexible uses of village halls. This will increase safety through decluttering the inside of the hall.</p> <p>New windows will be installed on the eastern elevation to make it look more like an active village hall and less like a "shed " from the road. This, alongside other works, to persuade passing drivers that they're in a village environment rather than in open countryside and to encourage them to drive accordingly.</p> <p>The existing high hedge will be "laid" in the traditional way and the area between the village hall and the road will be attractively landscaped so as to allow passing drivers to understand their responsibilities (as above) and drive accordingly.</p> <p>The existing vehicular entrance and exit will be closed off and made pedestrian only.</p> <p>A new vehicular (and pedestrian) entrance/exit will be created on the external apex of the corner of the road for the increased safety of cars using the car park and to allow pedestrians to walk off the road at this very dangerous corner.</p>
What new activities will take place because of this project?	The project will enable multi use of the Hall by parishioners and locals from further afield. This is particularly relevant given the success of the Wallingford Bridge Club. If the bridge club are using the main room at the present time they would be disturbed by people accessing the second room. With a second entrance this will no longer happen.
Community benefit	
Who will benefit from your project?	<p>Parishioners and people for the surrounding locality will benefit from the enabling of multi use of the Hall. This is particularly relevant given the success of the Wallingford Bridge Club.</p> <p>It will lead to greater road safety by Improving appearance of the Hall from the road and encouraging careful and considerate driving by passing motorists at this very critical entrance to the village. General road safety for users of the Hall, pedestrians on the road and users of the adjoining children's play area</p> <p>Reduces disruption to homes near to and opposite the Village Hall, particularly from cars exiting the Hall at night.</p>
How did you identify a need in the community for your project or service?	<p>As part of the preparation of the Berrick Salome Parish Neighbourhood Plan the Village Hall was identified by residents as an important community asset. It is incorporated in the plan under policy BER7</p> <p>The Village Hall has been a pivotal part of the community in Berrick Salome for nearly 40 years offering facilities to parishioners and to the wider local community.</p> <p>In recent years the Hall has become the home of the extremely successful and well patronised Wallingford Bridge Club who hold playing and tuition sessions on most days of the week at the Hall.</p> <p>The original building enjoyed the thermal efficiency values of prefabricated</p>

	<p>buildings of that time, practically zero. Led by the community and with the full support of the Wallingford Bridge Club a programme of renovation and improvement work was prepared. Stages one and two focused on remedying that issue and have now been completed. They encompassed a new roof (insulated to modern standards), new external walls and fenestration (again to modern standards of thermal insulation) and the extension of the car park to accommodate the increasing popularity of the bridge club activities.</p> <p>The final piece of the plan for the Village Hall is the stage three works which are the subject of this grant application.</p>
<p>What difference will your project make in your community?</p>	<p>Improved road safety created by an open look to the hall and new entrance on the bend.</p> <p>A more attractive aspect to the front of the hall.</p> <p>A storeroom, increasing safety through decluttering the inside of the hall.</p> <p>A second front door, allowing multiple simultaneous activities in main hall and rear room.</p>
<p>Finance</p>	
<p>Please give us details of any existing financial commitments?</p>	<p>The Parish Council does not have any salaried employees. Budgeted expenditure to the end of the current financial year is £2,840, say £3,000.</p> <p>The only expected income is minimal interest receivable of approximately £15.</p>
<p>Carbon reduction/energy saving/renewable energy</p>	
<p>In the light of its Climate Emergency Declaration, the council has an ambitious target to work towards a carbon neutral district by 2030.</p>	<p>Stages one and two of the renovation and improvement works focused on remedying the issue of heat loss and energy inefficiencies. These have now been completed. As a result of this past work energy savings in excess of 50% have been achieved and the Hall is considered fit for purpose and stable in every respect for the foreseeable future.</p> <p>Stage three does not specifically address such issues however the new windows and French doors that will be installed are of a modern and energy efficient design to match those installed in stage two of the project.</p>

Whitchurch-on-Thames Parish Council	Ref	SCAP19-21/34
Village Green Pavilion Replacement		

Total project cost	£300,000	SCAP grant requested	£75,000
Organisation's contribution	£30,000	Total other funding applied for but not yet secured	£195,000
Other secured funding	£0		
Funding still needed for the project	£270,000	Organisation's latest bank balance	£63,115

Previous grants

CU15k£1829 Whitchurch-on-Thames Recreation Ground £11,137 (2011)

Scoring

<p>New facilities or activities The project will significantly improve a substantial community facility by replacing the existing, outdated pavilion with a new multi-use facility for current users - the local cricket and football clubs, as well as attracting other groups, such as fitness clubs and village and other hirers, to use the facilities.</p>	Score	3/3
<p>Community benefit The project provides a facility that is open to anyone to access, not just the cricket and football clubs that use it, with potential for other groups including the school next door, running club, fitness classes, village events such as their fete and meeting rooms for local groups.</p>	Score	3/3
<p>Finance There is a plan in place for finding most of the funding but nothing has been secured, and no evidence that any other grant funders have been approached. The applicant has identified a potential £50,000 that they would like to apply for from S106/CIL but officers have confirmed that no S106 funding is currently available in this parish and only a small CIL grant.</p>	Score	0/3
<p>Carbon reduction/energy saving/renewable energy The project includes measures which will lead to energy saving improvements, but no evidence has been provided that this will be beyond minimum building regulations.</p>	Score	0/3
<p>Consultation Replacement of the pavilion is one of the top priorities in the Whitchurch-on-Thames village plan 2019, with extensive household surveys. Infrastructure officers confirmed that they have not yet received any requests for funding from the parish council towards this project and do not have any S106 funds available. There is a small amount of CIL money available. Leisure officers support this application in principal but would strongly recommend the following conditions: 1. the replacement facilities meet the national governing body standards. 2. A competent person signs off the project.. Equality officers support this project.</p> <p>Project completion within timeframe The estimated start date is February 2021, to complete December 2021, which meets scheme requirements.</p> <p>Financial and project management plans The applicant has attached a QS for £259,000, but total project cost in the application is stated as £300,000. In addition to this grant request, £195,000 will need to be raised from other sources, relying significantly on local fundraising efforts and individual donations, and no evidence has been provided that any of this has yet been secured.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS Officers have been able to score this project highly under Community Benefit and New Activities, acknowledging the impact this project will undoubtedly have on the community. There are significant concerns about how much money the organisation still needs to raise in order to start the project within the timeframe.</p>	Total score	6/12
	Recommended Grant	£0

Officers are therefore not recommending an award in this round of funding to enable those projects that have more of their finances in place to get off the ground.
Leisure conditions if awarded: The replacement facilities meet the national governing body standards. 2. A competent person signs off the project.

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Applicant responses	
Details of the project	We are raising funds to replace the pavilion on our village green. The original buildings were built in the 1950s and have fallen into a state of terrible disrepair. This has meant that users, such as the Cricket Club and Football Club, are losing members who are drawn away to other clubs with better facilities. We aim to replace the current buildings with a new, sustainable, multi-use facility that can be a central focal point in our village. We have the location, we have the people, and we have the enthusiasm, we simply lack the funds to make it reality.
Where will the project take place?	Village Green, Eastfield Lane, Whitchurch-on-Thames, RG8 7EJ
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	This project will replace existing facilities, but also improve the facilities to allow more users to make use of them. The new pavilion design includes accessible toilets and changing rooms, a new kitchen and a seating area, to replace the old facilities. However, it also includes a large central hall that can be used by other groups such as fitness clubs or yoga classes. We are hopeful that it could also become a hub for a local running club.
What new activities will take place because of this project?	Currently the pavilion is used by the local cricket and football clubs, but the membership and usage has been declining recently due to the poor state of the facilities. This new building will hopefully attract further clubs and activities such as fitness clubs or yoga classes. The local school (next door) are also keen to make some use of the new facilities. The facilities will also be available for teas, coffees etc during the annual Village fete that is held on the Village Green, which is not currently possible due to the disrepair that the pavilion has fallen into.
Community benefit	
Who will benefit from your project?	Whitchurch-on-Thames Cricket Club - currently only a mens' team, but hoping to add a ladies' team and potentially expand into a juniors section. AFC Whitchurch - including a large juniors section. Potential to add a ladies team. Whitchurch Primary School Park Run / running club Yoga / fitness / pilates classes Facilities available during village events such as annual fete. Meeting room e.g. for WOT Association or other local groups. Potential to use (along with the school's facilities) for netball tournaments.
How did you identify a need in the community for your project or service?	Replacement of the Pavilion is one of top priorities of the Village Plan (finalised in 2019) which was based on an extensive survey of every house in the village, with additional input from a number of Parish Council working groups and committees. The Village Plan is attached below.
What difference will your project make in your community?	The current facilities are woefully inadequate and in a horrible state of disrepair. We have had multiple reports of people leaving the cricket and football clubs to seek alternative clubs with better facilities. We want to attract these people back to our village, but also to provide safe, sustainable, well-maintained pleasant facilities to be used by a variety of people for a wide number of uses. We will determine its success by regular reassessment at key points throughout the year (e.g. village fete etc).
Finance	
Please give us details of any existing financial commitments?	Please also see file "WOT Budget report for 2018-19" on page 3. Salary / staff costs of > £4000pa Grass-cutting and village maintenance costs of £8500pa Additional administrative costs of £6500pa Grants / donations £1000pa Village Hall costs of > £8000pa Allotment costs £500pa
Carbon reduction/energy saving/renewable energy	
In the light of its Climate Emergency Declaration, the council has an ambitious target to work towards a carbon neutral district by 2030.	The current buildings are single skin timber buildings and are therefore very inefficient to heat. The new building design includes much better insulation and therefore will be much more energy efficient to heat. Due to the minimal energy requirements, it was not deemed cost effective or sensible to include solar panels in our plan. Utility providers who use renewable sources can be used for our ongoing energy requirements.

Sacred Heart Preschool	Ref SCAP19-21/30
Restore charity preschool to facilitate cultural integration activities in our community	

Total project cost	£10,078	SCAP grant requested	£4,999
Organisation's contribution	£4,999	Total other funding applied for but not yet secured	£0
Other secured funding	£80		
Funding still needed for the project	£4,999	Organisation's latest bank balance	£50,430

Previous grants

No previous funding

Scoring

<p>New facilities or activities The project significantly improves a minor community facility by making urgent repairs to the building and adding a new storage facility to create space in the main building which could be used to offer additional family support outside of preschool opening hours.</p>	Score	2/3
<p>Community benefit Two or more specific groups will benefit from this project. As the applicant has indicated, extended family and community members will be able to benefit from cultural integration activities offered by the preschool, therefore attracting more volunteers to help the organisation.</p>	Score	2/3
<p>Finance The organisation has secured over 50% of the project through their own contribution and through a private donation. They have indicated on the application that they will budget for the on-going maintenance costs, but have not mentioned how they will eventually make any replacements needed.</p>	Score	2/3
<p>Carbon reduction/energy saving/renewable energy The project includes measures which will lead to energy saving improvements, but only through meeting building regulations and no more.</p>	Score	0/3
<p>Consultation No formal consultation work appear to have taken place, however the project relates to basic building repairs so would not necessarily need community consultation. S106 officers have confirmed they do not have any funds in the area that the organisation could access</p> <p>Project completion within timeframe The project is anticipated to take just over a month to complete so should have not issues meeting the scheme 12 month time-frame.</p> <p>Financial and project management plans The organisation is contributing 50% of the project costs and looks to be unable to contribute any more.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS Officers recommend funding 50% of the requested amount as it is a medium priority project. A higher award is not possible due to the budget available.</p>	Total score	6/12
	Recommended Grant	£2,500

Applicant responses	
Details of the project	Adjacent to an area of social-housing in our town operates a charity-preschool that is sowing the seeds of cultural integration by catering for many vulnerable and non-native-families. The run-down building needs urgent work: (1) to improve activities for preschool-children, (2) to extend cultural integration activities to families and community members. The educational approach provided by an extremely capable team with vast intercultural expertise (setting them apart from other providers) has the potential to be scaled up to facilitate cultural integration more widely if facilities were restored. The project matters as the affected community-groups need to be integrated rather than isolated.
Where will the project take place?	Sacred Heart Preschool Greys Hill, Henley-on-Thames, Oxfordshire, RG91SL
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	<p>The project will create new facilities as well as improve existing ones.</p> <p>New facilities: by adding a storage facility (shed), including a pathway between building and shed, adult chairs can be purchased and stored to allow for cultural integration activities with family members and others to take part in main building outside of preschool opening hours (after 15.15 from Monday to Friday and over weekends).</p> <p>Improve existing facilities in a number of ways, for example: replace existing ramp with one that fulfills current standards, restore walls so that they are fully functioning again and can also be utilized for new purposes (e.g. for multi-media purposes).</p>
What new activities will take place because of this project?	<p>The project will allow to offer a range of new activities, while at the same time increase capacity for important existing activities.</p> <p>(1) New activities relating to preschool children include, for example, the provision of additional sensory activities in the pursuit of early cultural integration learning. Once the rotten floor area and the sinks are fixed, a sensory learning area that requires access to water can easily be installed in that part of the building without running the risk of further damaging the floor should water spill. .</p> <p>(2) New activities relating to cultural inclusion activities with families and other community members include, for example, offering evening and weekend activities with the aim to integrate currently isolated and vulnerable people into community life, while at the same time supporting the running of the preschool (e.g. learning skills such as garden make-overs, creating sustainable Christmas and Easter decoration etc.) This will also allow other community members to act as volunteers and provide assistance for these activities.</p> <p>(3) The project also increases capacity for very important existing activities: currently, the state of the building is in danger of interfering with normal developmental processes of children. (For example the children toilet facilities are in a bad state so that children in the process of being toilet-trained are in danger of taking developmental steps backwards such as not wanting to use the toilet at school while happy to use the toilet in other public buildings.)</p>
Community benefit	
Who will benefit from your project?	<p>The following groups will be the main beneficiaries from the project:</p> <p>(1) Local preschool children from vulnerable and non-native families. More than 50% of children currently attending the preschool have non-British parents (12 out of 21). At the same time, a large number of children currently attending school (whether they have British parents or not), come from families with low wages (for example parents working as nurses, cleaners, builders). A very small percentage of children can be classified as coming from middle-class families. As such, a typical preschool child in our preschool does not have the option to attend any of the other privately run facilities in town, which are more expensive. Also, a typical preschool child in our preschool benefits from the specific intercultural expertise that the staff possess and the related learning and integration experiences that they are able to provide.</p> <p>(2) The (extended) families, friends and neighbors of current preschool children. The project will allow to utilize the building not only for children activities but also for activities and learning with their families and others, to extend cultural integration activities to an easy-to target (as already in touch), but currently not</p>

	<p>much engaged - audience. Children are a point of connection between vulnerable families and wider community life.</p> <p>(3) Other community members who want to either benefit from cultural integration activities offered by the preschool or are potential volunteers to engage with the activities of the school.</p>
<p>How did you identify a need in the community for your project or service?</p>	<p>The need for this project in our community was identified by the management of the preschool and the committee (we are a parents-led charity preschool), after noticing the need for repairs in our building, as well as through the following supportive engagement stages:</p> <p>(1) By visiting and interviewing a number of other providers of childcare in our town and surrounding areas (that includes other parents-led charity preschools as well as private providers) and thereby discovering that the typical family utilizing our preschool differs from families utilizing other facilities in the points described previously: typical wage levels, cultural diversity, non-native backgrounds, etc.</p> <p>(2) By speaking with general community members over the course of a few months, some familiar and some not familiar with our preschool. This exploratory, qualitative piece of research explored a wider need for cultural integration of families who are not native to the area, which was generally widely desired.</p> <p>(3) We also found out in the conversations described under (2) that the current state of the building is stopping a wider range of families in our town to visit and utilize the preschool. In particular better-off families prefer to send their children to nicer looking places, which makes it difficult for our preschool to engage and raise funds from within their own group of families. If repairs are carried out, a wider and more diverse group of families could be targeted.</p>
<p>What difference will your project make in your community?</p>	<p>The project will make a very significant difference in our community. It will allow to</p> <p>(1) Continue and extend serving a vulnerable group of children whose families cannot afford private facilities in town. We know this was a success when the preschool runs on full capacity after the facility is restored.</p> <p>(2) Offer new activities to families of preschool children and other community members. We know this was a success once we put on events such as evening and weekend events and we can count the number of attendees (quantitatively) as well as the impact of the intervention (through an impact assessment).</p> <p>(3) Include other volunteers in the activities offered. Again, we can count the number of community members who we can newly engage in activities and can qualitatively assess the impact that the volunteering work has on them and the beneficiaries.</p>
<p>Finance</p>	
<p>Please give us details of any existing financial commitments?</p>	<p>£50,430 total bank-statements</p> <p>£10k cannot be touched, reserve for staff redundancies: £50,430-10k=£40,430 £5 reserve for emergencies building: £40,430-5k=£35,430</p> <p>Pay wages and bills for next 12 weeks (4 weeks this term, two weeks holidays and 6 weeks into next term) before the preschool will receive any further payments. [At approx £2000 bills/wages per week: 12 weeks = £24k]: £35,430-£24k=£11k</p> <p>£5k towards the current project. £11k-£5k=£6 in bank as buffer</p>
<p>Carbon reduction/energy saving/renewable energy</p>	
<p>In the light of its Climate Emergency Declaration, the council has an ambitious target to work towards a carbon neutral district by 2030.</p>	<p>This project aims to deliver a number of essential energy & water saving measures.</p> <p>Most importantly, the repair of the various leaks (in particular the hot water tap leaks) will provide important water and energy savings.</p> <p>The work on the boiler (under plumbing) will mean that the heating can be turned off over night and programmed, which is currently not possible.</p> <p>Fixing doors to close properly again and fixing holes in walls will mean further energy savings as warmth can be kept in the building.</p> <p>Please note, we are on the waiting list for a full energy audit - we attach email evidence of our attempts to get the energy audit done during the time that the call was open. (It would have costed us £250 to carry out an ECP right now, which</p>

	cant justify given the charity's scarce resources, and given the fact we now have a secured place for a full energy audit to be carried out in January.)

Henley Rugby Football Club	Ref	SCAP19-21/36
Dry Leas Sports Ground - Community Training Facility Upgrade		

Total project cost	£120,000	SCAP grant requested	£60,000
Organisation's contribution	£0	Total other funding applied for but not yet secured	£60,000
Other secured funding	£0		
Funding still needed for the project	£120,000	Organisation's latest bank balance	£25,078

Previous grants

South Capital 15/16 CCGO/13 £100,000 Refurbishment of Clubhouse and Small Extension
 South Capital 16/17 SCap16\92 £130,500 Dry Leas Changing Room Extension

Scoring

New facilities or activities The project replaces a current artificial pitch which is coming to the end of its lifespan with a new artificial pitch. Netball, touch rugby and hockey have been played at Henley RFC since 2004, and the additional line markings on the new pitch will permit increased participation, allowing the project to score 2 points.	Score	2/3
Community benefit The project will have a significant impact on the health and well-being of two or more specific groups who use the facility to play rugby, football, hockey and netball.	Score	2/3
Finance The applicant has identified £60,000 which will be raised through sponsorship of £30,000, member donations of £20,000 and a training facility draw of £10,000 - none of this has been confirmed. They have a bank balance of £25,000. This limits their score to 1 point as they have not yet secured 50% of the project costs and have not contributed any of their own money.	Score	1/3
Carbon reduction/energy saving/renewable energy The project should have little/no on-going carbon footprint and will have a good impact on the health and well-being of the users.	Score	1/3
Consultation No evidence of consultation has been supplied with the appliciton, however as the project is the replacement of an existing artificial pitch that has reached the end of its lifespan wider community consultation would probably not have been needed. S106 officers have confirmed that they currently do not have any funds from the Henley area.		
Project completion within timeframe The project is expected to take roughly 1-2 months to complete, so should have no problems completing within the grant scheme time-frame.		
Financial and project management plans The project plan is basic, however sufficient for a project of this size. They have recognised that until works start they will not have a clear picture of the exact cost of the project and have based their fundraising on a worst-case scenario. It is possible the organisation could contribute more to the project, and is disappointing they they have not been accruing for the eventual replacement of the pitch.		
DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS Officers recommend funding 50% of the requested amount as it is a medium priority project. A higher award is not possible due to the budget available. Officers have some concern that there is still £90,000 to raise to complete the project and the organisation is not contributing any of their own money.	Total score	6/12
	Recommended Grant	£30,000

Applicant responses

<p>Details of the project</p>	<p>Henley RFC is located at the Dry Leas Sports Ground in Henley-on-Thames.</p> <p>Since 2004 the local community has benefited from the 3G Artificial Grass Training Area to support a wide range of activities; Rugby, Football, Hockey, Archery, Frisbee, Touch Rugby and Outdoor Fitness Classes.</p> <p>Now 15 years later the surface is close to end of life and will shortly lose it's certificate to operate.</p> <p>We propose to upgrade the playing surface and providing additional line marking to support a wider range of activities for the local community.</p>
<p>Where will the project take place?</p>	<p>Henley RFC, Dry Leas Sports Ground, Henley-on-Thames, Oxfordshire, RG9 2JA</p>
<p>New facilities/Activities</p>	
<p>What extra facilities (or equipment) will the project provide?</p>	<p>The project will delivery the following:</p> <ol style="list-style-type: none"> 1. Replace the current playing surface within the current allocated space 2. Improved playing surface for the community (the product has evolved over the last 15 years) 3. Enhanced pitch markings to allow for wider sports usage 4. Wider opportunities for the community to utilise the facility (Netball, Hockey, Touch Rugby) 5. Easier to maintain playing surface due to improvements in manufacture
<p>What new activities will take place because of this project?</p>	<p>The project will permit greater use for:</p> <ol style="list-style-type: none"> a) Netball for local schools and clubs (introduction of Henley Hawks Netball Team - likely to be two teams introduced in 2020) b) Hockey for local schools and clubs c) Access for local schools with limited playing fields
<p>Community benefit</p>	
<p>Who will benefit from your project?</p>	<p>The average number of user visits over a weekly period is 776 from the various clubs, groups and organisations listed below.</p> <p>We also have a large number of one off bookings that occur throughout the year.</p> <p>Henley College (40 Players) St Mary's School (Netball & Hockey) Rotherfield United FC AFC Henley Player Reach Out Programme (PROP) - Supporting 5 local primary schools in rugby development funded by Henley RFC budget. This programme also supports Gillots Secondary School (boys and girls rugby) First Soccer Power Play Soccer Rupert House School (Hockey & Netball) Wasps Rugby Club - Junior Academy (26 Players) Henley Rugby Club (420 Kids First & Junior Players, 148 Casual, Social & Community Players, 40 Female (Over 18 Players and 46 Senior Male Players) Design Directions - 5 A Side Football Marlow Dukes FC - Football Invesco Perpetual Social Club Soccer Sixes - Sunday Football Jeremy Arthur - Football Performance Sports - Sporting Camps for Football and Rugby Jackal Rugby Camps Oxfordshire Fire & Rescue Service (Henley Fire Station) Love Fitness Physiologic</p> <p>To support individuals birthday party activities. The upgraded facility will contain pitch marking to support: Netball, Hockey.</p> <p>We provide hire rates based on Community Rate (Schools, local clubs etc..), Commercial Rate and we also assist local charities and provide support to groups with limited funding.</p>
<p>How did you identify a need in the community for your project or service?</p>	<p>The facility is currently available Monday - Sunday (9.00am to 10.00pm) to all local community group and clubs.</p>

	<p>By replacing the current surface the facility will be marked out to support Netball and Hockey as well as Football and Rugby and therefore increase the flexibility of the facility.</p> <p>The current evening usage Monday to Friday (5.00pm to 10.00pm) is nearly full to capacity and hence the wear and tear has increased greatly over the last three years. This therefore requires us to future proof the surface for the next 10 years</p> <p>The housing developments at: Highlands Farm, Henley-on-Thames and Thames Farm, Shiplake will generate new users for sporting facilities and some of the capacity can be accommodated at the Dry Leas Sports Ground.</p>
<p>What difference will your project make in your community?</p>	<p>To create</p> <ol style="list-style-type: none"> 1. An enhanced and safe training facility utilising the latest development for artificial pitches 2. We will continue to offer community rates for local clubs and groups alongside support to charities. 3. We will promote the facility more widely for use during the daytime to schools who have limited or no playing fields (Trinity, Valley Road and Sacred Heart) 4. Support Henley College who have limited playing field space 5. Retention and new individuals participating in sporting/wellbeing activities 6. Increase in the number of organisation using the facility (measurable by internal reporting) 7. Increase in the number of individuals using the facility (measurable by internal reporting)
<p>Finance</p>	
<p>Please give us details of any existing financial commitments?</p>	<p>This is a self contained financial community project. All other financial activities occuring within the club are detached from this very worthwhile project.</p> <p>We have existing financial plans within our existing budget which will carry through to maintaining the new facility.</p>
<p>Carbon reduction/energy saving/renewable energy</p>	
<p>In the light of its Climate Emergency Declaration, the council has an ambitious target to work towards a carbon neutral district by 2030.</p>	<p>The artificial surface does not require watering and thus a saving compared with a grass based pitch.</p> <p>During the last year we have encouraged new organisations to move to the facility at Dry Leas Sports Ground. This has reduced travelling by car to Wargrave in rush hour evenings as the facility is located in Henley-on-Thames and therefore reduces car usage and enable very local users to walk or cycle.</p> <p>A number of our users walk or cycle due to gain exercise and all also members of the Love Fitness Gym that we have on site.</p> <p>All materials from the project will be recycled per supplier statements.</p>

Cabinet Report



Listening Learning Leading

Report of Head of Corporate Services

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To: CABINET

Date: 5 March 2020

Report on SO Charitable Lottery Fund

Recommendations

That Cabinet:

- a) Agrees to use the funds the council receives from its community lottery scheme, SO Charitable, to establish a new award scheme, which will be open to all voluntary and community organisations in South Oxfordshire.
- b) Agrees that the costs for holding an annual Voluntary and Community Sector Conference should be met from the general income received.

Purpose of Report

1. To seek approval from Cabinet to use the funds it receives from the SO Charitable Lottery community fund to launch a new award scheme, and fund future Voluntary and Community Sector (VCS) conferences.

Corporate Objectives

2. The SO community lottery supports the Corporate Plan priority to 'build thriving communities' by supporting communities to help themselves through raising funds that benefit the local voluntary and community sector. It also supports the equality objective to support communities to deliver better outcomes for disadvantaged groups and encourage community cohesion.

Background

3. Cabinet approved the business case for the lottery scheme on 5 October 2017 and an external lottery manager with experience of running local authority schemes was appointed. At the time no decisions were taken on how the income to the council's central fund would be allocated. This reflected the need to establish how much income the scheme would be likely to generate and the sustainability of it.
4. SO Charitable Lottery was launched to the public on 26 March 2018. We have since carried out a review of the scheme to see how successful it has been and to consider the various options for developing the scheme and allocating the central fund in the future.
5. The lottery is a tool for voluntary and community groups in South Oxfordshire to generate an income stream. It aims to:
 - Generate unrestricted funds for local good causes to help pay for running costs.
 - Deliver local winners, leading to positive public relations for the council and a feel-good factor for South Oxfordshire residents.
 - Minimise the costs and remove administrative barriers for local good causes in South Oxfordshire to benefit from '*society lotteries*' which generated £296m for UK charities in 2018.
 - Maximise the support that the council can give to local groups struggling to raise funds and reduce dependency on grants.

How the lottery works

6. In summary, the SO Charitable Lottery:
 - Is a non-commercial society lottery, benefiting the local voluntary and community sector, and registered with the Gambling Commission.
 - Is an online lottery <https://www.socharitable.co.uk/> where players can take part by purchasing £1 tickets in a weekly draw.
 - Takes payments via Direct Debit, rolling monthly card payment, or block ticket purchase with a single payment for three, six or twelve months.
 - Invites local good causes to register online, and once passed the eligibility checks, groups are encouraged to promote the scheme to their members.
 - Players can win three free tickets or cash prizes of £25, £250, £1,000, and a top prize of £25,000.
7. SO Charitable Lottery gives 60 per cent of the revenue generated to support the community and voluntary sector in South Oxfordshire (in comparison, 28 per cent of National Lottery funds are given to good causes). 20 per cent is allocated to the prize fund, 17 per cent to Gatherwell Ltd, and 3 per cent VAT.

8. From each £1 entry, the 60 per cent good cause contribution comprises 50p, which is distributed directly to the player’s nominated organisation and 10p which is put into the SO Charitable Fund.
9. Each lottery player identifies a specific charity to support from the list of registered organisations. Alternatively, they can choose to support the SO Charitable Community Fund, which is a central pot where proceeds in the last financial year have been used to support the voluntary sector in South Oxfordshire, for example through the provision of the Voluntary and Community Sector forum. Ongoing costs to run the lottery are also met from this fund, covering the gambling licence, membership of the Lotteries Council and marketing activities.
10. Good causes are responsible for promoting the lottery to their own supporters using a range of marketing materials, available to download from the SO Charitable Lottery website.

Performance to date

11. The total number of causes signed up to the lottery at 8 November 2019 is 70, from a wide range of organisations including animal charities, schools, sports clubs, village halls, playgroups, day centres and more. There are 11 registered causes currently with no players. The number of players in the most recent draw was 420, purchasing an average of 1.88 tickets per week.

12. Statistics from 28 April 2018 – 8 November 2019

80 weekly draws	SO Community Fund	Causes	Total
Tickets bought	12,537	57,831	70,368
Players	170	630	789
Winners			1407
Total cause revenue	£13,305.70	£28,915.10	£42,220.80

13. As at 8 November, the total number of winners includes 139 who have won a cash prize. Total value of cash prizes to date is £8,825.
14. After an initial push to launch the scheme, the lottery’s growth has been organic, and while the total revenue generated has exceeded £40,000, including the contribution to the central fund, we are still to achieve our potential. Those organisations which have continued to promote the lottery to their members have benefited much more than others who have made little progress since registering with the scheme. The top two most active organisations within the SO Charitable Lottery have received to date £1,832 and £1,533.50 respectively.
15. Feedback has been gathered from existing registered good causes and we’ve received a range of different comments depending on how long they have been running the lottery, the organisation’s capacity to promote the scheme and the willingness of their supporters to get involved. Specific comments suggest that the lottery is “...easy to use

and promote and has become one of our 'always-on' campaigns", and "the money received has gone towards the general running of the charity to be able to continue to provide much-needed resources".

16. Weaknesses of the scheme that have been identified by good cause members refer to the level of promotional support they have received to raise the SO lottery's profile, and the perceived difficulty for some older members of the community to buy tickets online.
17. Comparisons with other council lotteries that have been running for under two years are favourable, but what they do highlight is that we could be doing much more to proactively market the SO Charitable Lottery having now reached a plateau in the growth of this council's lottery.

Plans to develop the scheme

18. We have been operating the SO Charitable Lottery for 20 months. Having reached a plateau in growth, our priority is to increase the number of good causes registering with the lottery and the income potential of all member organisations. We also wish to maximise the impact of the lottery for the wider voluntary and community sector in South Oxfordshire.
19. To ensure the lottery continues to grow, generating sustainable income for South Oxfordshire's voluntary and community sector, a marketing plan will include:
 - Regular communications through social media and potential social media advertising.
 - Face-to-face promotion by the council through VCS networks and council run events
 - General promotion of prize winners and good cause beneficiaries, with ad hoc incentives for players and bolt-on (extra) prizes funded by Gatherwell
 - A promotions toolkit from the council, sent to all registered good causes to support self-promotion, including links to templates for posters and flyers on the Gatherwell website
 - Specific campaign around second year anniversary in Spring 2020
20. Gatherwell is also working to enhance the SO Charitable website, making it easier to navigate for good causes and players, as well as developing plans to improve the support they give to all council lotteries.
21. Raising awareness of the lottery and creating a buzz around the scheme amongst residents will be key to securing its growth.
22. The SO Community Fund has been growing steadily, receiving regular contributions from the 71 weekly players paying directly to the fund, as well as the additional 10p received from each £1 ticket purchased.
23. A review of other local authority lotteries found that the majority of central funds are allocated through a grant scheme which is open to all VCS organisations in the community. A small minority are only open to good causes already registered with their

lottery scheme and one authority shares the fund amongst their existing good causes as an annual payment.

24. There are a number of different options for spending the community fund:

A. Establish an award available to all SO voluntary and community organisations in South Oxfordshire.

25. A competitive process open to all VCS organisations in South Oxfordshire, that will encourage public involvement/engagement by asking residents to select their favourite project from a shortlist. It would also generate more ticket sales for the lottery and encourage more good causes to sign up through increased awareness. The projects would have to align with the council's corporate priorities such as energy saving and/or improving health and wellbeing to be eligible for the scheme.

26. The scheme would be managed through our existing grant systems and could launch this year with a minimum size pot of £10,000.

27. Officers recommend this option, as it would have the biggest impact in the community by funding a project outright and in terms of raising the profile of the scheme. Existing lottery good causes may have concerns about the awards being open to all VSC organisations, however we could offer them additional points when shortlisting projects.

B. Split amongst the good causes signed up to the fund according to the number of tickets sold.

28. This would encourage more good causes to sign up and incentivise existing causes to sell more tickets.

29. Based on a pot of £10,000, each organisation would receive a proportion equivalent to the number of tickets they have in the weekly draw. For example, the organisation which has sold the most tickets (44 tickets per week, out of a possible 674) would get a 6.53 per cent share of £10,000 (£653). The second highest would receive £564 for 5.64 per cent of total sales, and so on.

30. We would have to manage the communications of this approach carefully with existing good causes, as some may perceive this as being unfair to smaller organisations with fewer supporters, or not sufficiently recognising those organisations who have contributed more than others. This option would also offer very little benefit to causes who have less than 15 tickets in the weekly draw (receiving £15-£190). This option is therefore not recommended as the funds would be spread too thinly to have any real impact and would not create enough interest/excitement in the scheme within the community.

C. Split equally amongst the good causes signed up to the fund.

31. As above but award each good cause regardless of how many players they have (excluding those on zero). Based on a pot of £10,000, this would give each organisation £170.

32. This option would not recognise those organisations that work hard to promote the lottery and would have very little impact in the community and is therefore not recommended.

Financial Implications

33. There are no additional costs associated with establishing an annual award available to all SO voluntary and community organisations in South Oxfordshire. The lottery pays for itself, with income from ticket sales paying for the gambling licences, related fees and marketing. It would also cover the costs of future VCS conferences.
34. Officers recommend opening the award scheme when the pot has reached £10,000 in order to justify the required resources to manage the communications and administration of the grant application and award process.
35. Additional income will be generated over the year from reclaiming the VAT on our payments to Gatherwell. The value of this will fluctuate from month to month, depending on the number of players in the lottery however we will be able to claim back £2,100 for the period May 2018 – September 2019.

Risks

The following risks of adopting a SO Community Fund award have been identified:

36. The size of the Community Fund available to distribute each year will vary according to the performance of the lottery. This means the number of new players signing up each month must outweigh the players who stop their contributions. The fund will have £10,000 to cover the first round of awards in 2020. This can be changed each year according to the available funding after costs have been deducted, but we recommend this does not fall below £8,000.
37. There is a risk around asking the public to have a final say in which project wins the award if that project or organisation subsequently develops problems. However, organisations would have to pass robust eligibility criteria to make it on to the shortlist.

Legal implications

38. Before inviting applications for projects, we would need to develop a policy and robust evaluation criteria for the scheme.
39. Successful organisations will be asked to sign standard terms and conditions for accepting an award, which include the relevant legislation they would need to comply.
40. When applying, applicants must confirm they have their organisation's authority to make the grant application and accept our terms and conditions. They will also need to have all relevant permissions in place such as planning permission, landlord consent etc. Failure to do this will mean the application is not valid and will not proceed further.

Other implications

41. We have considered our public sector equality duties under the Equality Act 2010 and an award scheme will not negatively impact on those protected by the Act. We would actively encourage applications from organisations who represent minority or vulnerable groups.

Conclusion

42. Vital to the continued success of the SO Community Lottery is its ability to grow and develop into an established opportunity for the South Oxfordshire community to support its voluntary sector.
43. Of all the options for distributing the central fund, establishing an award scheme will have the biggest impact in the community and in terms of raising its profile to encourage more players and causes to sign up. It will also result in positive communications and public relations towards the work that the council is doing to support the voluntary and community sector.
44. By using some of the income we receive through the scheme to fund an annual Voluntary and Community Sector conference the council can continue to support the sector but also reduce the pressure on its revenue budget.

Background Papers

- Original lottery business case
- Cabinet report for October 2017