

Communities Capital Grant Officer Evaluation

Thomley Activity Centre			Ref: 1318	
Thomley will build a cafe to seat 160 disabled people & their families for meals, supportive discussions and social opportunities. Disabled teenagers and adults can gain work experience such as food hygiene, serving hot drinks and snacks, running tuck shop, clearing & cleaning tables. The venue will also be hired out for income generation.				
Project name	Cafe and social area		Amount	Percent
Town/parish	Thomley	Project cost total	£590,000	
Organisation's cash balance at last year end	£160,307	Organisation's contribution	£0	
Organisation's cash in bank at application	£161,206	Requested from SODC	£100,000	16.95
Organisation's legal status	Other	Other approved funding	£120,000	20.34
Previous grants	2012 - £100,000 four year revenue grant 2010 - £100,000 teenage provision 2007 - £17,940 outdoor works and heating 2006 - £19,000 revenue funding 2004 - £15,000 refurbishment works 2001 - £71,590 play equipment	Other unapproved funding	£280,000	47.46
Finance <i>Up to 15 points available</i> Percentage requested: 0-20 = 15 points 21-40 = 10 points 41-60 = 5 points			Score	15/15
Finance consultation comments: (completed by the finance department unless otherwise stated)				
<p>Does the organisation need a grant in order for the project to go ahead? Yes</p> <p>Does the organisation appear financially stable? Yes</p> <p>Are there any other financial comments or concerns: There is a lot of unsecured funding (£370,000) required to complete the project. If the organisation is successful in securing all the funding shown on their funding plan there is still a shortfall of £90,000.</p> <p>The organisation is not contributing to the cost of the project.</p>				
Community benefit <i>Up to 20 points available</i>				
C1	Give details of the local groups/clubs/individuals that will benefit from your project			
	In the past 3 yrs, Thomley had 17,330 bookings from 3,700 children, travelling from 30 counties. 46% of visits were from Oxfordshire. In the past year 19 schools from 6 counties brought 366 disabled pupils and 15 different short breaks providers brought children giving 455 families a much needed break from caring. Visiting groups include: Barnardos, Down's Syndrome Oxford, Guideposts, Let's Play, Oasis, Maple Tree Children's Centre, Style Acre, Shift and the Visual Impairment Service.			
C2	Does your project include any particularly sustainable benefits or energy saving measures?			
	This building will include energy efficient design features: optimising natural daylight, ventilation and cooling, efficient thermal performance, use of thermal modelling software to analyse energy reduction measures, mixed mode ventilation, low energy lighting (using zoning & daylight sensors) and air heat source pump.			
Community benefit: None / minimal / good / extensive / extensive and wide reaching			Score	15/20
Officer comments: None				

Broadening the range <i>Up to 20 points available</i>			
D1	What extra facility will be provided for the community that does not already exist?		
	Until 2009 we had a large space in which families could sit together & eat. Unfortunately, this building was water damaged beyond economic repair. This space will also generate income through hire and through its use as a community cafe for the village and nearby business centre. Thomley's eating area is central to daily business. Most visitors come for the whole day, some driving 2hrs to attend. The closest shop is over a mile away. It is essential that Thomley provides a fully accessible eating area for visitors to eat picnics or use a kitchen to prepare simple lunches.		
D2	What new activities will take place as a result of this project?		
	Up to 160 visitors coming for an entire day can: follow normal routines, prepare food (height adjustable for disabled visitors), buy snacks from a tuck-shop (served by disabled people gaining work experience), eat with family & friends, encourage children to try new foods, encourage appropriate table manners & social skills.		
Additional range: None / minimal / good / extensive / extensive and wide reaching			Score
Officer comments: None			15/20
Meeting a local need <i>Up to 20 points available</i>			
E1	How do you know that the community need this project?		
	Ongoing consultation has taken place since 2007 involving visitors, staff & trustees. The following features were requested: a domestic style kitchen, height adjustable facilities, sufficient flexible space, accessibility for wheelchairs & prams, safe personal storage, warm & acoustically sensitive, close proximity to toilets.		
E2	Does anything similar already exist in your area?		
	No. The closest facility of this kind is 35 miles away. When not in use as an eating area it can also be used for: parent workshops & discussion groups, fundraising or publicity events, charitable or corporate networking & training days, social events, community café serving our local business park & village.		
Meeting a local need: None / minimal / good / extensive / extensive and in local plans			Score
Officer comments: None			15/20
Community participation (consultation) <i>Up to 20 points available</i>			
F1	How did you consult with the local community?		
	We carried out the various stages of consultation at all levels. Thomley consults visitors about activities, quality of services, accessibility & building development. Thomley's three founders are parents of children with autism, 3 staff & 6 volunteers are parents or siblings of disabled children, 5 staff or volunteers have additional needs themselves; each plays an important role in centre development.		
F2	If you have not involved the community please give the reasons why you have not involved them.		
	Thomley has excellent relations with our local community. Five days a month Thomley holds 'community' or 'pre-school days' when any family can visit. This fully inclusive approach promotes integration of disabled people in our community, helping dispel myths about disability & build positive attitudes. Both to further this aim & to generate valuable income to support ongoing services, we will hire out the café by making it available for external events run by other community and social groups		
Consultation: None / minimal / good / extensive / extensive and in local plans			Score
Officer comments: None			15/20
Project viability <i>Up to 60 points available</i>			
H1	How is your project reasonable and appropriate for the area?		
	Demonstrated by visitors travelling from 30 counties, Thomley is valued highly. A visitor said 'I moved my family to Oxford just to be closer to Thomley'. Previous eating space was cramped. Lunchtimes now disrupt art activities for 2hrs. Visitors' alternative option is a village shop with no seating. Thomley's 9 acre site can support a building of this size. SODC granted planning permission stating that 'very special circumstances exist in terms of the unique service this organisation provides'		
H2	How does your project deliver best value for money?		
	The attached budget prepared by a quantity surveyor is significantly higher than anticipated. Time		

	constraints have not enabled a building specification revision. We propose to send you a revised budget by mid-June, no higher than £500,000. Having agreed to unusual greenbelt development, SODC planning department have advised we could reduce the cafe size if required to reduce the budget. Thomley will put detailed designs out to tender, and include the company who successfully completed the SODC funded teenage provision on budget.		
H3	Is your project likely to secure full funding and progress within 12 months?		
	We believe this is possible. We have already secured £120,000. We will be approaching other donors with whom we have close links. These include Garfield Weston Foundation who have already visited and recommended that we apply for £50,000. Another donor has visited recently and is taking plans to his trustees. Several other donors we are approaching already fund Thomley in other ways. Local companies & community members aim to raise £25,000 in an event in June 2014.		
H4	How will your organisation be able to manage the project now and in the future?		
	Tender, CDM & construction phases will be managed by ADP Architects; previously responsible for successful refurbishment of our teenage provision in 2011. ADP will liaise with Thomley's management team on detailed decisions re-site safety, design & budget. Long term use, venue hire & maintenance will be absorbed into day to day operations, managed by the existing team. Venue hire will cover ongoing costs. A national charity recently paid Thomley £4,000 for 2 days use of the site.		
Viability: Not viable/ partially viable with funding concerns / fully viable with funding concerns / fully viable and likely to secure funding		Score	40/60
Officer comments: The organisation needs to apply for more than 50 per cent of the project costs and has yet to identify how it will raise the £90,000 shortfall and it may struggle to do this in 12 months.			
		Total	115/155
Internal consultation comments			
Grant officer general: I have no concerns other than the amount of funding they need to secure. I recommend extending the term of the grant offer to 18 months instead of the usual 12 months to allow them time to secure all the required funding. Recommended additional condition: 1. The organisation will place a legal charge on the registered title of the property for a period of ten years to the value of the grant (see legal comments) before any payments will be made.			
Consultation comments: Legal: They will need the consent of the existing chargees and the charity commission to enter into the charge. The charity commission may also need to sign the grant agreement. We need copies of the deed dated 18/2/2011 as it includes restrictive covenants. Equalities: This project will help to make what is already an excellent facility for people with disabilities even better, further improving their quality of life. I fully support this project, and have no doubt that the design will meet their needs due to the involvement of people with disabilities. Sustainability: Very thorough range of energy saving measures and a passive design approach.			

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