

Item: 3

Community Development Fund Sub-committee: 2 September 2019.

Application Number 0/5/8/42.

St Andrews Community Association.

Proposed Upgrading of St Andrews Community Centre.

Report by Executive Director of Development and Infrastructure.

1. Purpose of Report

To consider an application from St Andrews Community Association for assistance towards upgrading St Andrews Community Centre.

2. Recommendations

The Sub-committee is invited to note:

2.1.

That St Andrews Community Association has applied for financial assistance from the Community Development Fund towards upgrading St Andrews Community Centre at a total estimated eligible cost of £47,034.

2.2.

That the project, referred to at paragraph 2.1 above, comprises extending the hall to include additional storage space, upgrading the heating and water systems and purchasing new tables for meetings and gatherings.

2.3.

That the Association is contributing £13,517 of its own resources towards the project.

2.4.

That, as the Association currently owns, manages and maintains the hall facilities and surrounding grounds, the Council will not be required to carry out any repairs or maintenance to the proposed refurbished hall.

2.5.

That the Association has secured match funding amounting to £5,000 from Awards for All and £5,000 from The Robertson Trust towards the project, equating to a total of £10,000 external match funding contribution.

2.6.

That messages of support have been received from the following:

- Orkney Archers.
- Peedie Pieces.
- St Andrews Mother and Toddler Group.
- St Andrews Senior Citizens.
- St Andrews Scottish Women's Institute.
- Senior Citizens Yoga and Exercise Class.
- St Andrews and Deerness Community Council.

2.7

That St Andrews Community Association has previously secured the following grant assistance from the Community Development Fund:

- April 2007 – a grant of up to £143,908, amounting to 25% of eligible project costs, towards refurbishment of St Andrews Community Centre.
- August 2013 – a grant of up to £780, amounting to 50% of eligible project costs, towards the cost of converting St Andrews Community Association from a Trust into a Scottish Charitable Incorporated Organisation.
- February 2016 – a grant of up to £13,569, amounting to 36% of eligible project costs, towards upgrading the car park and garden area at St Andrews Community Centre.

It is recommended:

2.8.

That a grant amounting to 50% of the total eligible costs, up to a maximum of sum of £23,517, should be offered to St Andrews Community Association towards upgrading St Andrews Community Centre, subject to the full funding package being secured to enable the project to be completed.

2.9.

That powers be delegated to the Executive Director of Development and Infrastructure, in consultation with the Head of Finance, to authorise advance payment of the grant, referred to at paragraph 2.8 above, on receipt of invoices, if required, in order to assist cash flow requirements of St Andrews Community Association.

2.10.

That powers be delegated to the Executive Director of Development and Infrastructure, in consultation with the Solicitor to the Council, to conclude an Agreement, on the Council's standard terms and conditions with St Andrews Community Association in respect of the funding, detailed at paragraphs 2.8 to 2.9 above.

3. Background

3.1.

St Andrews Community Association, which has existed since 1950, was a Trust that converted to a Scottish Charitable Incorporated Organisation (SCO037040) in 2013. The Association's committee currently has 20 members.

3.2.

The Association owns and is responsible for the running, upkeep and promotion of St Andrews Community Centre and surrounding area, which includes the car park and grounds.

3.3.

Since the hall was refurbished in 2011, the car park has been extended, upgraded and outside lighting has been improved. In addition, improvements have been made to the garden area, including the installation of play equipment, introduction of wild flowers and installation of a bird hide. The improvements have led to increased use of the facilities currently available at the Community Centre by both locals and visitors.

3.4.

The hall is a widely used facility by several organisations of all ages in the community, from senior citizen groups to mother and toddler groups.

3.5.

A number of issues have been identified with the current facilities available in the hall which limits the options available for groups using the facility, including the following:

- A lack of safe and suitable storage space in the hall.
- A hot water system which is not fit for purpose when catering for larger functions.
- An old and inefficient heating system.

4. Project Proposal

4.1.

St Andrews Community Association wishes to carry out upgrades to St Andrews Community Centre. The project will improve the facility, providing additional storage space plus more efficient heating and water systems in the centre. This will increase the appeal and the sustainability of the facility for years to come.

4.2.

Works include the following:

- Increase storage space by building a lean-to extension.
- Upgraded heating and water systems, to allow for a more efficient and environmentally friendly community centre.
- Purchase new tables for meetings and gatherings.

4.3.

The project costs, which have been determined by way of quotations, and proposed funding arrangements, are outlined below (inclusive of VAT as St Andrews Community Association is not VAT registered):

Project Details.	Cost.
Building costs for extension.	£36,000.
Professional fees.	£1,800.
Purchase of new equipment.	£1,080.
Plumbing upgrade and installation costs.	£2,081.
Heating upgrade and installation costs.	£5,373.
Labour – 70 hours to remove redundant heater and decorate.	£700.
Total.	£47,034.
Project Financing.	Amount.
Community Development Fund (50%).	£23,517.
Awards for All (11%)*.	£5,000.
The Robertson Trust (11%)*.	£5,000.
Own Resources (28%)*.	£13,517.
Total.	£47,034.

* Confirmed

4.4.

The Community Development Fund is the only remaining match funder to be confirmed.

4.5.

St Andrews Community Centre is owned by St Andrews Community Association and will continue to be promoted and maintained by Association members once the project is complete.

5. Project Appraisal

5.1.

The proposals put forward in the development plan, which accompanies the application, outlines the intention to upgrade St Andrews Community Centre, providing a facility which is welcoming and accessible to all members of the community, as well as visitors to the parish.

5.2.

Letters of support in relation to this project have been received from the following groups:

- Orkney Archers.
- Peedie Pieces.
- St Andrews Mother and Toddler Group.
- St Andrews Senior Citizens.
- St Andrews Scottish Women's Institute.
- Senior Citizens Yoga and Exercise Class.
- St Andrews and Deerness Community Council.

5.3.

The Community Development Fund and its predecessor, the Community Development Fund for the New Millennium, have supported a wide range of development projects at community centres, including:

- Firth Community Association towards the upgrading of Firth Community Centre and surrounding area.
- Graemsay Community Association towards the upgrading of Graemsay Community Centre.
- Sandwick Community Association towards the upgrading of Sandwick Hall.
- Deerness Community Association towards the upgrading of Deerness Hall.

5.4.

With regards to St Andrews Community Association's application, the following is an assessment and evaluation against each of the approved assessment and evaluation criteria:

5.4.1. Evidence of need

- Increased usage of the facility in recent years by several organisations that use bulky equipment, such as Archers, Drama Club and a Playgroup, has meant that safe storage space at the centre has become an issue.
- In addition, the costly heating and hot water systems are over 20 years old and in need of replacing with more efficient systems.

- Several letters of support have also been provided from groups that use the facility, which highlight the need for upgrading the facility in line with the proposed project.

5.4.2. Achievability

- St Andrews Community Association has already delivered capital projects at the community centre in the past and this gives confidence that the project should be delivered successfully.
- In addition, experienced local contractors have been appointed to carry out the works, should the funding package be secured successfully.

5.4.3. Sustainability

- The installation of modern heating and hot water systems to replace the current systems should reduce overhead costs and this should mean the sustainability of the facility is increased in the long term.

5.4.4. Serving the local public and having lasting benefits

- The proposed upgrades should provide a solution to the identified issues with the current facilities, allowing for the community centre to be fit for purpose in the future.

5.4.5. Opportunities provided or upgraded

- The proposals seek to upgrade and improve what is already an established and well-used community asset.

5.4.6. Enriching quality of life

- The proposed upgrades will allow for a modern community hall in a rural area which has enough storage space to accommodate current and future user groups equipment.
- In addition, improved heating and hot water facilities will improve the overall experience of people using the community centre.

5.4.7. Value for money

- Project costs have been carefully identified through completion of competitive quotes for the various equipment and works contained within this project, ensuring best value for money.

5.4.8. Partnership funding

- Additional funding has been secured from Awards for All and The Robertson Trust, leveraging in external funding equating to 22% of the total project costs. This demonstrates a strong effort to secure as much match funding prior to approaching the Community Development Fund.
- An application was also made to the Screwfix Foundation for match funding, but this was unsuccessful due to the fund being oversubscribed.

6. Links to Council Plan

6.1.

The proposals in this report support and contribute to improved outcomes for communities as outlined in the Council Plan strategic priority themes of Thriving Communities and Quality of Life.

6.2.

The proposals in this report relate directly to the following priorities:

- Priority 3.11 – We will review and develop Empowering Communities Project to create a sustainable model which will enable and empower communities in the delivery of services and projects in their community.
- Priority 5.6 – Continue to support Community Associations and Community Schools.

7. Links to Local Outcomes Improvement Plan

The proposals in this report support and contribute to improved outcomes for communities as outlined in the Local Outcomes Improvement Plan priority of Strong Communities and Living Well.

8. Financial Implications

8.1.

In July 2016, a further £1,000,000 was allocated to the Community Development Fund, with £100,000 ring-fenced for Community Councils, leaving £900,000 remaining in the new allocation.

8.2.

A total of £380,541 has been allocated from the 2016 tranche of funding to date.

8.3.

Any award to St Andrews Community Association in respect of this project would be met from within the Fund, referred to at section 8.1 above, of which a budget of £333,000 per annum has been agreed for the period 2016 to 2019.

8.4.

The option of accessing Community Development Fund grant as an advance payment, in order to assist cash flow, may also be required to ensure the project reaches a satisfactory conclusion. It is, therefore, recommended that powers be delegated to the Executive Director of Development and Infrastructure, in consultation with the Head of Finance, to authorise advance payment of the grant, if approved, on receipt of invoices if required in order to assist St Andrews Community Association with its cash flow requirements.

9. Legal Aspects

9.1.

There are no legal constraints to the recommendations in this report being implemented and the relevant powers are contained in section 20 of the Local Government in Scotland Act 2003.

9.2.

If grant assistance is to be provided by the Council, a legally-binding agreement will require to be entered into between the Council and the recipient setting out the terms on which the funding is being provided.

10. Contact Officers

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