

THE CHARITY KNOWN AS COBTREE MANOR ESTATE

COBTREE MANOR ESTATE CHARITY COMMITTEE

13 July 2011

**REPORT OF THE ASSISTANT DIRECTOR OF
ENVIRONMENT AND REGULATORY SERVICES**

Report prepared by: Jason Taylor

Date Issued: 5 July 2011

1. MASTER PLAN FUNDING - COBTREE MANOR PARK

1.1 Issue for Decision

1.1.1 To consider the options for funding the Master Plan which was accepted by the Committee on 9th March 2011.

1.2 Recommendation of the Assistant Director of Environment and Regulatory Services

1.2.1 That the Committee agrees and approves the following:-

i) To progress with a bid to the Heritage Lottery Fund, Parks for People Scheme for £500,000 towards the total cost of the Cobtree Manor Park Master Plan;

ii) To agree for this bid to be submitted in time for the August 31st 2011 deadline;

iii) To agree in principle to match funding 50% of the HLF Parks for People application.

1.3 Reasons for Recommendation

1.3.1 At the meeting of 9th March 2011 the Committee agreed the principles of the Revised Master Plan for the future enhancement of Cobtree Manor Park.

1.3.2 This Plan included estimated project costs of £873,300 and it was proposed to fund the project from the Charity's permanent endowment. This course of action needs to be approved by the Charity Commission. A verbal update on the situation regarding this

approval may be available at the meeting on 13th July, 2011.

- 1.3.3 After approval is confirmed by the Charity Commission it was proposed to complete the works in the Master Plan in sections, beginning with the installation of the play area at a cost of £250,000.
- 1.3.4 Following a site visit attended by Officers, the Chairman of the Committee and the HLF it is proposed that whilst waiting for a decision from the Charity Commission a bid to the HLF Parks for People scheme be progressed and submitted by 31st August 2011.
- 1.3.5 If this bid is successful it will give the Charity Committee the option to maximise the funding available to them by working with the HLF; and if the bid is unsuccessful then nothing has been lost. In the event of a successful application the Committee would not be committed to working with the HLF but could agree to proceed in another direction.
- 1.3.6 Further information on the HLF Parks for People scheme and its requirements are available at <http://www.hlf.org.uk/HowtoApply/programmes/Pages/parksforpeople.aspx>
- 1.3.7 Applicants for grants up to £1m must provide at least 5% of the project costs in match funding. It has been implied by HLF that the higher the match funding element of a bid the more likely it is to succeed. With this in mind Officers have initially suggested that if 50% funding was offered then this would hopefully show commitment to the HLF as well as allowing the Charity to maximise its available funding.
- 1.3.8 There are however a number of issues that the Committee does need to consider:
- 1.3.9 The HLF will only fund "whole projects" so when the Charity Commission do approve the release of the permanent endowment the installation of the play area would have to be delayed until the whole project is ready to start.
- 1.3.10 Match funding required by the HLF cannot be backdated.
- 1.3.11 The current Master Plan does not fit the HLF project outcomes exactly so some additional work, particularly consultation and additional historical research would have to be carried out. This is likely to take the current Master Plan cost from £873,300 to around £1m.

1.3.12 The HLF Parks for People scheme is a two part competitive bidding process which if successful will take around two years before work could begin on site. The bid could be turned down by the HLF at any time in this process.

1.4 Alternative Action and why not Recommended

1.4.1 The Committee could decide not to proceed with the HLF application and just to use the permanent endowment, once approved by the Charity Commission, but this is not recommended as this would restrict the opportunity for the Committee to maximise the resources available to them.

1.5 Impact on Charity Objectives

1.5.1 The whole essence of the Master Plan is to seek to better meet the objects of the Charity by increasing the attractiveness of the Manor Park and thus the number of visitors.

1.6 Risk Management

1.6.1 Risk assessments will need to be reviewed at each stage of the application process. The greatest risk is that the bid to the HLF Parks for People Programme could be turned down at any stage.

1.7 Other Implications

1.7.1

Financial	<input checked="" type="checkbox"/>
Staffing	<input checked="" type="checkbox"/>
Legal	<input type="checkbox"/>
Social Inclusion	<input type="checkbox"/>
Considerations for Disabled Persons	<input type="checkbox"/>
Environmental/Sustainable Development	<input type="checkbox"/>
Community Safety	<input type="checkbox"/>
Human Rights Act	<input type="checkbox"/>
Procurement	<input type="checkbox"/>

1.7.2 **Financial** - The funding implications are set out in the body of this report.

1.7.3 **Staffing** - Additional Officer time will be required to put the bid together.

Background Documents

Cobtree Manor Park Master Plan, Report and Decision of 9th March 2011

NO REPORT WILL BE ACCEPTED WITHOUT THIS BOX BEING COMPLETED

Is this a Key Decision? Yes No

If yes, when did it appear in the Forward Plan? _____

Is this an Urgent Key Decision? Yes No

Reason for Urgency