

Corporate Services Overview and Scrutiny Committee

2 June 2014

Agenda

The Corporate Services Overview and Scrutiny Committee will meet in **COMMITTEE ROOM 2, SHIRE HALL, WARWICK** on **MONDAY, 2 JUNE 2014** at **10.00 a.m.**

The agenda will be:

1. General

(1) Apologies

(2) Members' Disclosures of Pecuniary and Non-Pecuniary Interests

Members are required to register their disclosable pecuniary interests within 28 days of their election of appointment to the Council. A member attending a meeting where a matter arises in which s/he has a disclosable pecuniary interest must (unless s/he has a dispensation):

- Declare the interest if s/he has not already registered it
- Not participate in any discussion or vote
- Must leave the meeting room until the matter has been dealt with (Standing Order 42).
- Give written notice of any unregistered interest to the Monitoring Officer within 28 days of the meeting

Non-pecuniary interests must still be declared in accordance with the new Code of Conduct. These should be declared at the commencement of the meeting.

EXEMPT ITEMS

2. Reports Containing Confidential or Exempt Information

To consider passing the following resolution:

'That members of the public be excluded from the meeting for the item mentioned below on the grounds that their presence would involve the disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972'.

3. Call-in - (Exempt) Disposal of the former Bath Place Community Venture Building and No. 2 Bath Place, Leamington Spa

To consider the call-in request and the issues and decide what action, if any, the Committee wishes to take.

Jim Graham
Chief Executive
Shire Hall
Warwick

Corporate Services Overview and Scrutiny Committee Membership

Councillors: John Appleton, Nicola Davies, Neil Dirveiks, Peter Fowler, Phillip Morris-Jones, Keith Kondakor, Keith Lloyd, Chris Saint, June Tandy (Chair), Alan Webb.

Portfolio Holders:-

Councillor Izzi Seccombe – Leader of the Council

Councillor Alan Cockburn – Deputy Leader

Councillor Kam Kaur– Customers

Councillor Jeff Clarke – Environment

For queries regarding this agenda, please contact:

Sally Baxter, Democratic Services Officer

Tel: 01926 412323, e-mail: sallybaxter@warwickshire.gov.uk

**Corporate Services
Overview and Scrutiny Committee**

2nd June 2014

Call-in – (Exempt) Disposal of Bath Place

Recommendations

That the Corporate Services Overview and Scrutiny Committee consider the call-in request and the issues and decide what action, if any, it wishes to take from the following three options:

- 1) Set out its concerns in writing and ask the decision-taker to reconsider;
- 2) Refer the matter to Full Council; or
- 3) Decide to take no action

1.0 Report to Cabinet

- 1.1 On 8th May 2014, Cabinet considered the proposals as outlined in the Disposal of the former Bath Place Community Venture Building and No. 2 Bath Place report. A copy of the report and associated appendices to Cabinet are attached at **Appendix A**.
- 1.2 A copy of the public and exempt minutes of the Cabinet meeting is attached to the end of this agenda.

2.0 Reasons for Call-in

- 2.1 The following reasons for the call-in were submitted by the Chair of the Committee, Councillor June Tandy, on 19th May 2014:

“There was concern around correct protocols and if every interested party was given the same information.”

3.0 Recommendation

- 3.1 A copy of the call-in process, which includes the options available to the Overview and Scrutiny Committee, is attached to this agenda. The Committee must consider the issues, in light of the reasons for the call-in, and decide what action, if any, it wishes to take from the following three options:

- 1) Set out its concerns in writing and ask the decision-taker to reconsider;

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of The Local Government Act 1972**

- 2) Refer the matter to Full Council; or
- 3) Decide to take no action

NOT FOR PUBLICATION

Cabinet

8 May 2014

Disposal of the former Bath Place Community Venture Building and No.2 Bath Place, Leamington Spa

Recommendation

That Cabinet:

- 1) Approves that the land and buildings comprising the former Bath Place Community Venture Building and No.2 Bath Place, Leamington Spa (the Property), shown by bold edging on the attached site plan at **Appendix 1**, is disposed of on the following basis:
- 2) That the site is transferred by the Council to HB Community Solutions Living Ltd (HB) on a freehold basis for £350,000 (subject to any deductions of any abnormal development costs as outlined in 2.13 of this report) for the redevelopment of a specialist housing with care housing scheme, subject to planning, on terms and conditions acceptable to the Strategic Director of Resources.

1.0 Background

Property Description and Tenure Details

- 1.1 The Council's title comprises the main Bath Place Community building, and adjoining Caretaker's House on a site of approximately 0.134 Ha (0.33 acres) as shown outlined at **Appendix 1**. The building is split into the former BPCV building (Area 1) and the former caretaker's house, No, 2 Bath Place (Area 2).
- 1.2 The Property is located adjacent to Warwick District Council's (WDC) public car park and is close to the railway station, the Assembly and the Loft Theatre in the area of Old Town Leamington Spa.
- 1.3 Part of the Property previously known as All Saints School was owned by WDC and closed in 1973. It was subsequently let in 1974 to BPCV, a charitable organisation established to provide access to facilities, support information and education to local people.
- 1.4 The Council acquired the freehold interest in the property including the separately serviced caretaker's house, No.2 Bath Place, from WDC in 1984 and the Property fell under the control of the Social Services department at the time.

- 1.5 Leases were granted to both BPCV and the African Caribbean Project (ACP). Grants in Kind in lieu of services provided by both organisations were agreed by the former Social Services/Adult Health & Community Services department, resulting in no rent being paid by the tenants. The Council also supported BPCV and ACP by various other grants although these diminished over the years. Grants, including Grant in Kind funding for rent to ACP, which assisted Black and Minority Ethnic (BME) low level day services, were withdrawn by the Council in July 2011 following a fully consulted review to decommission and reshape day services.
- 1.6 BPCV's current business address is c/o Warwickshire Community and Voluntary Action (WCAVA) at Clemens Street, in Leamington Spa. BPCV is currently unable to offer any services from this location as it is primarily focussed on acquiring permanent premises from which to operate. ACP vacated the building known as 2 Bath Place, forming part of the Property, with effect from 10 June 2013 and has now entered into Voluntary Liquidation.

Planning / Use

- 1.7 The buildings within the Property are not listed but the Property falls within a Conservation Area.
- 1.8 The Property has potential for continued community use within the existing Use Class D1.
- 1.9 Alternatively, subject to the granting of appropriate planning consent, the Property has potential for conversion to, or redevelopment for, residential use.
- 1.10 All changes of use would be subject to viability and grant of appropriate detailed planning consent.
- 1.11 Consideration must be given to WDC's Planning Policy SC8 relating to Protecting Community Facilities.

Fire and Insurance Claim

- 1.12 In September 2009, the Property suffered a major fire which resulted in the demolition of a significant part of the structure making it uninhabitable, except for No. 2 Bath Place occupied by ACP. Due to the extent of the damage caused to the Bath Place Community building, BPCV took the decision to move to alternative premises. No. 2 Bath Place suffered only minor damage in the fire and after rectification ACP continued to occupy the premises until June 2013, at which time they decided to seek alternative accommodation on a longer term basis in order to become eligible for funding.
- 1.13 In March 2012, Cabinet approved that upon settlement of the insurance claim for the fire damage which occurred in 2009, the Property was to be declared surplus to the Council's requirements and disposed of on terms acceptable to the Strategic Director of the Resources Group.

Community Asset Registration

- 1.14 In spring 2013, following a successful application by BPCV, the Property was registered by WDC as an Asset of Community Value. Under the rules governing the registration of sites on the List of Assets of Community Value the Council submitted a notification to WDC in July 2013 of its intention to place the Property on the open market for sale. A 6 month moratorium period was triggered by BPCV expressing an interest in acquiring the Property, during which BPCV were allowed to submit a bid to the Council to acquire the Property. During this period, in parallel, the Council placed the Property on the open market via local agents, Wareing & Co to seek any community bids and establish alternative uses.
- 1.15 This is the first Property that the Council has sought to dispose of, which has been listed as an Asset of Community Value. Under the Localism Act 2011, no duty is imposed on the landowner to accept a community bid for disposal of a 'listed' Community Asset, merely a requirement to give community bidders the opportunity to prepare a bid for consideration.

Bids received

- 1.16 In January 2014, at the expiry of the moratorium period, the Council was in receipt of three open market bids from developers in addition to a Community bid from BPCV at less than best consideration. All bids are conditional upon planning permission being secured for their proposed schemes.

2.0 Details of Bids Received

Open Market Bids and Proposed Schemes

- 2.1 £350,000 – HB Community Solutions Living Ltd (HB): This bid is subject to receipt of a satisfactory planning consent for a new scheme comprising a minimum of 16 no. specialist housing with care units (i.e. 8 no. Physical Disabilities (PD) units at circa 53 square metres and 8 no. Learning Disabilities (LD) units at circa 50 square metres) under a C3 (housing) planning use. The proposed two storey scheme would involve the demolition of the existing buildings within the Property and would be a fully funded joint venture between Morgan Sindall and HB Villages Ltd. Proof of funding has been provided and HB are in a position to proceed immediately. The proposed scheme would provide specialist housing with care and the Council could secure nomination rights for occupiers which would benefit Council customers directly with more appropriate care accommodation. The proposed scheme would satisfy the Council's Housing Policy. Delivery of a mixed use scheme such as this would be the first one of its kind developed in Warwickshire. HB's proposed scheme plans and details are attached as **Appendix 2** together with photographs of a similar scheme recently undertaken by HB in Colchester, Essex.

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- 2.2 £387,500 – Aveley Homes: This interested party intends to split the site in two. They wish to sell No. 2 Bath Place within the Property to their subsidiary investment company who would seek to retain and convert the building either to office accommodation for community purposes or reinstate to residential accommodation. They have already had initial discussions with local community groups. As to the remainder of the Property, planning permission would be sought for the demolition of existing buildings and for the development of a two storey scheme comprising 6 no. one bedroom flats and 3 no. two bedroom flats for outright sale on the open market. The bid is conditional upon a satisfactory planning consent being granted for the residential development outlined above. Proof of funding has been provided by Aveley Homes and they are in a position to proceed immediately. In contrast to the proposal from HB, this bid is for a private market housing scheme which would not provide the Council with any additional benefits other than contributing to the Council's Housing Policy. The proposed scheme plan is attached at **Appendix 3**.
- 2.3 £485,000 – Bromford Housing Association Ltd (BHA): This bid is conditional upon planning permission being received for the development of a two storey affordable supported housing scheme consisting of 14 no. one bedroom apartments and a resource unit (the planning application will be for 16 no. apartments with 2 no. being converted into the resource unit). All of the existing buildings within the Property would be demolished. Proof of funding has been provided by BHA and they are in a position to proceed immediately. Whilst this bid complies with the Council's Housing Policy, it does not meet the Council's specification requirements for accommodation with care (i.e. the proposed units have an area of 35.8 square metres falling significantly below the Council's minimum specification unit size of 45 square metres). However, this bid is of the highest value and therefore represents best consideration for the Property. The proposed BHA scheme plan is attached at **Appendix 4**.

Community Bid and Proposed Scheme submitted by BPCV

- 2.4 Cash Offer of £100,000 for the freehold interest, conditional upon favourable determination of BPCV's insurance claim in Bristol Crown Court for losses incurred due to the 2009 fire at the Bath Place site.

Or

- 2.5 Freehold Community Asset Transfer on terms to be agreed, under the principles of the Council's Community Asset Transfer Protocol of 2011 for a nominal sum.

Or

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- 2.6 A ground Lease (25-99 years) Community Asset Transfer on terms to be agreed at a nominal ground rent, which would provide sufficient security for BPCV to develop the Property and satisfy grant funding requirements and loans to be drawn down.
- 2.7 The proposed BPCV Business Proposal is attached at **Appendix 5**. (Appendices to that document can be viewed on request).
- 2.8 BPCV is keen to acquire the Property to rebuild a Community Centre, which would provide a wide range of services to the local and wider community. The proposed two storey scheme would comprise a large hall, up to ten meeting rooms, an IT suite, a family club, a café and a creative studio. The space would provide various community services such as Support for Alcohol & Drug Addiction. In addition to achieving a 50% delivery of public services within the building, BPCV is intending that the building also achieves 50% income generation opportunities by hiring space within the building for commercial use (i.e. to businesses for hot-desking, training courses) to ensure financial viability in operating and maintaining the Property.
- 2.9 BPCV has estimated the cost of the rebuild scheme to be in the sum of £1.5 million and is proposing that this is funded by the Social Investment Board (£500,000), Heritage Lottery (£400,000), Match Funding (£200,000), Bank Loan from Unity Trust (£400,000-£500,000) and Community Donations (£25,000). The loan financed with Unity Trust Bank is based on projected income over the next 25 years. It is also proposed that the long-term redevelopment of the Property is funded by the Social Investment Grant Scheme. The above grant funding cannot be approved until BPCV has at least received agreement in principle that the site has been secured.
- 2.10 BPCV intends to partner initially with Springfield MIND and Experience, Strength & Hope Works (ESH) to develop a well-being service providing Mental Health and Addiction Recovery services. These partnerships have confirmed this in writing, which is included in the BPCV bid. BPCV has advised that it would be able to begin running these services almost immediately from No. 2 Bath Place and that these services would run parallel with the redevelopment of the Property. Other identified partners in the BPCV bid are organisations that have indicated support to the proposal but do not appear to be partners operating on a day-to-day basis from the proposed development. These include Action for Children, Mediation and Community Support, Community Arts Workshop, Warwick University Student Union, Warwickshire College and Warwickshire County Council (Public Health).

Comments on Bids Received

- 2.11 The bid for £350,000 from HB provides a reduced capital receipt compared to the BHA and Aveley Homes bids but does offer the potential to provide specialist housing with care accommodation to the Council's specifications. HB have confirmed that they are prepared to enter into a nomination agreement with the Council to select suitable residents based on

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need. This offers the potential for the Council to realise revenue savings in terms of care costs for residents which could significantly outweigh the additional revenue savings resulting from the higher capital receipts offered by BHA or Aveley Homes, but as stated in paragraph 7.5 of this report, the amount of any savings cannot be quantified.

- 2.12 The bid of £485,000 received from BHA, is conditional upon planning permission being granted and represents best consideration for the Property. Unlike the bid received from HB, this bid would have to be considered as a housing proposal only as it does not provide accommodation with care to the Council's specification. The Aveley Homes bid, which is £97,500 lower may be more straightforward in securing planning consent as it offers a compromise to WDC planners with some of the buildings within the Property being retained.
- 2.13 The open market bids in 2.1 to 2.3 above are subject to deductions for any abnormal development costs i.e. asbestos removal, ground contamination, foundation design, drainage/service diversion or upgrades and any onerous planning conditions. The level of any abnormal deductions is not considered high in this instance as asbestos removal will only affect the areas not significantly damaged in the fire and it is reasonable to assume minimal abnormal costs for service connections etc. in this case. It is unclear from the BPCV bid what assumptions have been made as to demolition and construction costs in calculating construction costs of £1.5 million. However, as the BPCV bid is for a nominal sum this would not affect the level of receipt to the Council, but could put further pressure on capital funding requirements for BPCV's proposed development.
- 2.14 The Community Asset bid of £100,000 submitted by BPCV for the freehold interest of the Property represents less than best consideration for the Property. This offer is conditional upon BPCV receiving settlement of an outstanding insurance claim and if unsuccessful, BPCV's bid would revert to a nil consideration basis. Further to the bid being received, BPCV has confirmed that it is prepared to consider alternative strategies for alternative funding of a capital consideration. No indication has been given as to the amount but it is assumed it would be less than the £100,000 based on any insurance settlement. If the Council can receive a reasonable level of consideration for the disposal of the Property, this could be preferable to receipt of a nominal rent under a long lease arrangement. A clawback provision and long-stop dates can be inserted into the sale contract, if BPCV experience delay or problems in developing the Property. A disposal of the Property on a long leasehold basis at a nominal rent (up to 99 years) to BPCV provides a feasible alternative to a freehold sale. This option enables the Council to better enforce continued community use of the development to that which would be possible on a freehold disposal.
- 2.15 Recent correspondence from WDC's planners has advised that WDC will apply Planning Policy SC8 set out in the WDC 1996-2011 Local Plan to any proposal for change of use/development of the Property.

2.16 The SC8 Policy relating to Protecting Community Facilities states:

Redevelopment or change of use of community facilities that serve local needs will not be permitted unless:

- a) There are other similar facilities accessible to the local community by means other than the car; and either
- b) The facility is redundant and no other user is willing to acquire and manage it;
or
- c) There is an assessment demonstrating a lack of need for the facility within the local community.

2.17 As part of any planning application, any of the open market bidders will need to demonstrate the community benefits delivered as part of their proposal and that there are other similar facilities accessible to the local community by means other than the car to satisfy SC8 Planning Policy exemption criteria.

3.0 Option Appraisal of Bids (Open Market Disposal and Community Asset Disposal)

3.1 The tables below summarise the advantages and disadvantages of proceeding with each option:

OPEN MARKET DISPOSAL TO HB	
ADVANTAGES	DISADVANTAGES
Receipt of substantial Capital Receipt (£350,000) equating to £28,000 per annum revenue saving by reducing debt costs. This will be applied to assist the Property Rationalisation Programme Savings Target.	WDC as Local Planning Authority may resist this scheme by applying their Policy SC8 relating to Protecting Community Facilities. (See Section 2.15 - 2.17).
Provision of a specialist housing with care scheme in Old Leamington Spa – aligned to the Council’s service needs to have access to specialist housing with care for customers with Physical Disabilities and Learning Disabilities.	Does not enhance community facilities in the local area.
Potential for the Council to realise revenue savings by allocating dwellings to customers, currently in	Less than best consideration value transaction

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residential care or with higher cost personal care packages, subject to eligibility.	
Provides greater freedom of choice for customers accommodation needs, meeting a gap in current market provision.	Planners may not grant consent to complete demolition which may render project unviable for HB.
Releases the Council from future maintenance and holding costs for the Property. Current holding costs are met from the Surplus Property Budget with savings likely to be achieved earlier than if a community assets transfer to BPCV takes place.	
HB has funding in place and is ready to proceed to exchange of contracts in order that a planning application can be submitted at the earliest opportunity, giving greater certainty of delivery.	
Realise development of 16 units of affordable housing in line with the Council's Housing policy and assisting WDC targets.	
Generates employment - staff to provide care for residents.	
Delivery of a mixed use scheme would be the first of its kind developed by HB in Warwickshire.	

OPEN MARKET DISPOSAL TO BHA	
ADVANTAGES	DISADVANTAGES
Receipt of substantial Capital Receipt (£485,000) equating to £38,800 per annum revenue saving by reducing debt costs. This will be applied to assist the Property Rationalisation Programme Savings Target.	WDC as Local Planning Authority may resist this scheme by applying their Policy SC8 relating to Protecting Community Facilities (see Section 2.15 - 2.17).

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Represents best consideration.	Does not enhance community facilities in the local area.
Releases the Council from future maintenance and holding costs for the Property. Current holding costs are met from the Surplus Property Budget with savings likely to be achieved earlier than if a community assets transfer to BPCV takes place.	Development of accommodation with care not in accordance with WCC specifications.
BHA has funding in place and is ready to proceed to exchange of contracts in order that a planning application can be submitted at the earliest opportunity, giving greater certainty of delivery.	Planners may not grant consent to complete demolition which may render project unviable for BHA.
Realises development of 16 units of affordable housing in line with the Council's Housing Policy and assisting WDC targets.	No potential benefits to the Council from reduced care costs as the proposed accommodation is significantly below WCC's space specifications
Generates employment - staff to provide care for residents.	
Provides greater freedom of choice for customers accommodation needs, meeting a gap in current market provision (although not in accordance with WCC specifications)	

OPEN MARKET DISPOSAL TO AVELEY HOMES	
ADVANTAGES	DISADVANTAGES
Receipt of substantial Capital Receipt (£387,500) equating to £31,000 per annum revenue saving by reducing debt costs. This will be applied to assist the Property Rationalisation Programme Savings Target.	WDC as Local Planning Authority may resist this scheme by applying their Policy SC8 relating to Protecting Community Facilities. (See Section 2.15 - 2.17).
Contributes to Council's Housing Policy.	Does not enhance community facilities in the local area.
Releases the Council from future maintenance and holding costs for the Property. Current holding costs are met from the Surplus Property	Less than best consideration value transaction.

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Budget with savings likely to be achieved earlier than if a community assets transfer to BPCV takes place.	
Possibility that part of the proposed scheme could include community office space.	Would not deliver specialist housing with care.

COMMUNITY ASSET DISPOSAL TO BPCV	
ADVANTAGES	DISADVANTAGES
Proposal would comply with WDC Planning Policy SC8 relating to Community Use	£100,000 consideration may not be received.
Opportunity to enhance community facilities in local area as set out in the bid / Business Case.	Uncertainty as to deliverability of scheme due to BPCV's funding and financial viability of proposed scheme (capital costs).
Community Hub facilities for MIND and ESH (Drug and Alcohol Abuse).	Freehold offer to be funded from monies BPCV expect to receive from outstanding insurance claim, which may delay exchange of contracts.
Releases the Council from future maintenance and holding costs for the Property. Current holding costs are met from the Surplus Property Budget.	Minimal direct financial benefit to the Council.
The Council may contract for services provided by BPCV resulting in improved outcomes for customers.	Would not deliver specialist housing with care.
The Council could have access to meeting rooms and other facilities within the development (at a cost).	Would not assist Housing Policy.
The proposed scheme will not require a change of use from D1 (Community) Use Class which should shorten the planning process.	Less than best consideration transaction.

4.0 Protocol for disposing of Property at less than Best Value

- 4.1 The highest bid received in respect of the Property is £485,000, on a conditional basis, following receipt of open market bids and one community bid after a 6 month marketing exercise by external agents. However, recent

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indications from WDC confirm that they will seek to apply Planning Policy SC8.

- 4.2 The bids from HB, Aveley Homes and BPCV would be for disposals at less than best value.
- 4.3 The highest value option made by BPCV is a freehold bid for the Property of £100,000 conditional on a favourable determination of BPCV's insurance claim in Bristol Crown Court for losses incurred in the 2009 fire at the Bath Place site. The lowest value option made by BPCV is for a transfer of either the freehold or long leasehold (up to 99 years) at nil consideration. The maximum undervalue would therefore be £485,000.
- 4.4 Any Community Asset Transfer of the Property to BPCV would need to satisfy the Protocol for disposing of Property at less than Best Value (the Protocol).
- 4.5 Disposal of the Property to BPCV would likely be by way of a freehold transfer or grant of a 99 year ground lease at a nominal sum. Either type of disposal would be at less than best consideration.
- 4.6 In accordance with the Protocol a detailed disposal report must include the following elements demonstrating how, in this instance, disposal of the Property to BPCV for community use will:
- a) fulfil the Council's fiduciary duty
 - b) explain the circumstances and justify this proposal together with capital and revenue implications
 - c) assess how this proposal will further the Council's corporate objectives
- 4.7 In respect of 4.6 a)
The Council has a responsibility to ensure where it is disposing of property at less than market value, that it is gaining sufficient value from the alternative use to make the disposal the best use of resources. In this circumstance, the intended use is to provide community services and a range of meeting room space for community, public and commercial organisations. It can be argued that the Social Return on Investment (SROI) resulting from development of a new Community Centre, calculated by BPCV as £4.85 million per annum, provides a good use of the Council's resources and supports the Going for Growth Agenda. However, it is difficult to quantify any significant SROI benefits to the Council directly, which would realise savings, as opposed to the locality generally. Similarly, whilst providing community hub facilities for MIND and ESH which will provide services in line with Council needs, these would not result in direct savings to the Council.
- 4.8 In respect of 4.6 b)
Section 3.1 of this report sets out the circumstances and potential justification for this proposal. A disposal to BPCV is deemed to be compliant with the Council's protocol for the lease or transfer of public assets to community interests. Considered against the alternative bids received, the maximum capital implication to the Council is a loss of a capital receipt of up to

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£485,000, which if applied to the Property Rationalisation Programme savings target would result in a loss of revenue of up to £38,800 per annum.

4.9 A Transfer of the Property to HB would also need to satisfy the Protocol.

4.10 In respect of 4.6 a)

The Council has a responsibility to ensure where it is disposing of property at less than market value, that it is gaining sufficient value from the alternative use to make the disposal the best use of resources. In this circumstance, the intended use is to provide specialist housing with care, which the Council could secure nomination rights for occupiers benefitting Council customers with more appropriate care accommodation.

4.11 In respect of 4.6 b)

Section 3.1 of this report sets out the circumstances and potential justification for this proposal. A disposal to HB would realise a substantial capital receipt of £350,000 which if applied to the Property Rationalisation programme savings target would result in a revenue gain of £28,000 per annum.

4.12 In respect of 4.6 c)

The HB proposal assists with the delivery of the Council's Housing Policy relating to the provision of affordable housing. The comments from Communities Group in Section 6.0 confirm that the Housing Policy is satisfied by the HB proposal.

4.13 A Transfer of the Property to Aveley Homes would also need to satisfy the Protocol.

4.14 In respect of 4.6 a)

The Council has a responsibility to ensure where it is disposing of property at less than market value, that it is gaining sufficient value from the alternative use to make the disposal the best use of resources. In this circumstance, the intended use is to provide a private housing scheme which would satisfy the Council's Housing Policy. Aveley Homes are proposing to convert part of the Property (No.2 Bath Place) for community office space but this is not guaranteed as they may use the space for residential accommodation instead. It is not considered that these benefits are sufficient to meet the criteria required in the Protocol to justify a disposal at less than Best Value to Aveley Homes.

5.0 Protocol for the lease or transfer of public assets to community interests

5.1 Clearly no community services are offered at the Property as it is currently vacant; however, it was previously used for the provision of community services. The BPCV scheme is capable of providing accommodation for many activities that may be required by the community.

- 5.2 The bid from BPCV can be considered as representing the Business Case required under the Community Interests Protocol for the lease or transfer of public assets to community interests (the Community Interests Protocol). In accordance with the Community Interests Protocol, Cabinet are asked whether to support the proposed Community Asset Transfer to BPCV. Officers recommend that if a transfer is approved it should be on a long leasehold basis, unless a reasonable consideration can be paid by BPCV (in excess of £50,000).
- 5.3 The Community Interests Protocol also provides that if the asset is sold for development, a requirement could be made of the developer to contribute towards a community facility. In this instance, the Property is not of sufficient size to accommodate a community facility in addition to the developments proposed by the open market bidders. No requirement for a contribution towards community facilities was stipulated in the sales particulars as there was no guarantee that a community bid would be received. It is therefore proposed that if the Property is disposed of to an open market bidder, that no developer contribution is sought.

6.0 Housing Policy (Affordable Housing)

- 6.1 The Council's Housing Policy (Affordable Housing) seeks to ensure that when property assets are deemed surplus to Council requirements, consideration is given to the suitability of these assets as sites to assist with the delivery of the Council's policy relating to the provision of affordable housing. This will be dependent upon satisfying the criteria of the Housing Policy as well as having regard to the requirements of other Council policy and strategies.
- 6.2 Specialist Housing with Care is regarded as a housing model with care and units considered as dwellings for the purposes of the Housing Policy providing the dwellings have the ability to be adapted for specific needs; providing "Houses for Life."
- 6.3 An assessment has been made by the People Group which confirms that there is a need for Specialist Housing with Care in this location and as such the Housing Policy is satisfied by the proposal in 2.1 above.
- 6.4 The open market bids from HB and BHA would directly assist the Council's Housing Policy by providing affordable housing units.

7.0 Consultation with WCC

People Group

- 7.1 The Property presents a realistic opportunity for the development of Supported Living Accommodation suitable for Adults with Learning and/or Physical Disabilities for approximately 16 people, and would complement other developments in the district, e.g. 15-unit scheme suitable for adults with

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Learning Disabilities, which is due to be developed during 2014, having secured planning consent in August 2013.

7.2 In terms of local need or anticipated demand, there are 94 customers with Learning Disabilities living in the community in the Leamington Spa locality, with a further 15 customers living in residential care. In total, 219 customers are living in the community and 27 living in residential care across the Warwick District. It is also worth noting that there are an overall 'Out of County' total of 14 customers living in the community and 80 living in residential care. With a current focus on activity to enable individuals to repatriate home, it is not unreasonable to suggest that some customers may wish to relocate back to Warwickshire and in particular the Warwick District or the town of Leamington Spa.

7.3 There are also 117 customers with Physical Disabilities and/or Sensory Impairment (PDSI) living in the community in the Leamington localities, with a further 15 customers living in residential care. In total there are 269 customers living in the community and 33 living in residential care across the Warwick District. It is also worth noting that there is an 'Out of County' total of 18 customers living in the community and 20 living in residential care who may wish to relocate back to Warwickshire, and in particular the Warwick District or the town of Leamington Spa.

WCC People Group support for any proposed scheme, including the size of individual units, is conditional on that scheme being developed in accordance with current WCC Service Specifications.

7.4 The following comments have also been provided by People Group in respect of the savings potential for the HB proposal:

7.5 "Supported Living developments such as this, do not guarantee a saving to the Council. There are potentials for savings, but also for increased costs. There are a number of considerations including:

- The potential for reduced accommodation costs to the Council if there is a transfer from residential care to supported living, due to Housing Benefit being applicable to supported living but not residential care.
- The potential for shared support across people using the scheme which could reduce costs if previously due to location people used to receive one to one support only.
- The potential that, especially in the early days of living within this kind of scheme, that there would be an increased cost for support due to the need for the residents to build up the skills to live more independently. There is also the potential that some high needs individuals would require more support to live within this setting.
- Any savings would be dependent on the rates being charged for care, compared to the rates charged in other schemes / settings

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- Any savings would be dependent on the individuals who go into the scheme, the opportunities for shared support that these present, and the way in which their needs were met before.

At this stage there is insufficient information to be able to provide a clear indication of what this scheme could save, as the prices and timescales are uncertain.

In making the sale of the Property separate from the commissioning of the resultant services, there is a risk that the final usage may not be that which is currently put forward and may be less beneficial. There is also the risk that the prices for the final services are higher than those which the People Group would have commissioned. These risks make any assessment of benefits from the potential services very difficult”.

Communities Group

7.6 The following comments have been provided by Communities Group in respect of the BPCV proposal:

7.7 “With respect to the Social Return on Investment (SROI):

- The SROI has been developed by following best practice and guidelines from the SROI Network. Whilst being a ‘forecast’ of assumed outcomes, there is a transparent process applied.
- The SROI was carried out using ‘internal resources’ with the calculations having been verified by an independent consultant, Change Point Solutions (CPS). Evidence of this verification and comments from CPS has been received and considered by Communities Group and comments provided as set out below.
- Attributing a financial value to outcomes can be subjective. In particular, questions could be raised regarding:
 - a) The suitability of proxies used:

Proxies are used as a means of applying a financial value to a particular outcome. In this case, the proxies used are a combination of nationally applied proxies and locally developed proxies. This would appear to be a robust process, using best available information. Furthermore, the independent verification process suggested that the proxies used were reasonable.
 - b) Suitability and accuracy of the ‘dead-weight’ applied:

In this case, the ‘dead-weight’ was developed in partnership with stakeholders and appears to be based upon reliable data. Whilst the independent verification suggested that the ‘dead-weight’ was reasonable, further investigation is needed around the assumption that there is little local alternative provision to the proposed services.

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- c) How attribution figures were arrived at:
For attribution, organisations must calculate how much of an outcome can be attributed to the intervention provided and how much of the outcome can be attributed to other influences. In this case, the attribution figures were derived in consultation with stakeholders and so have a robust basis, though an assumption is made that service users 'do not have the means or willpower to travel to other centres' in the local area (for example, the Gap, Sydni Centre and Brunswick Healthy Living Centre). Through the independent verification, attribution used was suggested to be reasonable.
- d) How incidence figures were calculated:
In this case, a footfall of 1526 unique visitors per week was assumed, compared to 900 visitors per week at the previous premises. This increase in footfall is reflected in the incidence figures used. Through the independent verification, the incidence figures were considered to be reasonable.

On a more general note,

- Income calculations (particularly Room Hire and Catering) seem ambitious when compared to other community buildings in the area.
- WCC is currently reviewing its funding relationship with the Voluntary Sector. An overall reduction in funding to the sector may have adverse effects on third party use of the building.
- Service redesign has had an impact on income generation for other community buildings (for example, Youth Service transformations have led to lower levels of room hire in community buildings) - future redesign of WCC services may have a further impact.
- Similar services are being delivered elsewhere in the local area (e.g. Brunswick Healthy Living Centre – 0.47 miles away, Sydni centre – 0.86 miles away) and the current proposal may have negative outcomes/ consequences on those delivery organisations. Through discussion with BPCV, it would appear that both of these organisations have been involved in developing the BPCV proposal and BPCV is confident that it will have a different target market”.
- The BPCV proposal builds on a track record of delivering well used services in the heart of a community where multiple deprivation issues exist. The proposal demonstrates a vision of collaborative working and community involvement, and whilst the SROI calculations used can be questioned, there is little doubt that the proposal would deliver a significant SROI.

Public Health

- 7.8 The following comments have been provided by Public Health in respect of the BPCV proposal:

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- 7.9 “The commissioning of health and wellbeing services is undertaken by a number of organisations: Public Health (as part of WCC), Clinical Commissioning Groups and NHS England.
- 7.10 The local delivery of health and wellbeing services would be dependent on the commissioner identifying that the venue provides a safe environment for that activity - including (but not limited to), confidentiality, infection control, security, safety and appropriate access. Different activities would have different thresholds for these.
- 7.11 Public Health is engaged in the WCC and public sector discussions to ensure that the future funding of services of voluntary and community sector funding is aligned to the priorities of the One Organisation Plan and that funding is awarded to meet agreed outcomes.
- 7.12 With the efforts to commission the voluntary and community sector on delivering outcomes, consideration should be given as to the need to reduce unnecessary duplication and dependence of funding on infrastructure and overhead costs.”

8.0 Financial Implications

8.1

SUMMARY OF BIDS RECEIVED		
PROPOSED PURCHASERS	CAPITAL RECEIPT	CONDITIONS
BHA	£485,000	Subject to planning and deduction of abnormal development costs
AVELEY HOMES	£387,500	Subject to planning and deduction of abnormal development costs
HB	£350,000	Subject to planning and abnormal development costs
BPCV	£100,000	Subject to planning and monies received from settlement of insurance claim

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8.2 It was determined in Minute 16 of the Cabinet Report on 13 March 2012 that any capital receipt in respect of this Property is applied to the Property Rationalisation Programme savings target.

8.3 Accordingly the net capital receipt from disposal of the Property should be allocated to repay debt and the consequent revenue saving be taken as a contribution towards the delivery of the Property Rationalisation Savings target.

8.4

SUMMARY OF REVENUE SAVINGS	
PROPOSED PURCHASERS	REVENUE SAVING
BHA	£38,800
AVELEY HOMES	£31,000
HB	£28,000
BPCV	£8,000 (based on £100,000 Capital Receipt)

8.5 A separate report is contained in this Cabinet Agenda concerning use of Insurance Claim Monies for the Property. The net insurance settlement sum of £713,289.79 is required for revenue expenditure costs relating to the Property Rationalisation Programme. **There is no proposal for any of the net insurance settlement sum to be made available to BPCV, irrespective of which bidder the Property is transferred to.**

9.0 Timescales associated with the decision and next steps Planning

9.1 All proposed purchasers require planning consent for their proposed scheme. Upon exchange of contracts, all proposed purchasers will be obliged to submit a planning application which could take 6-9 months to secure planning consent from WDC as local planning authority.

Construction of Schemes

9.2 Provided all the necessary approvals are in place, it is envisaged that commencement of development at the Property would take place early 2015 with a 9-12 month build programme and estimated project completion likely to be early 2016.

10.0 Conclusion

10.1 The bids received will bring benefits to the Council in meeting its objectives, both in financial terms and in terms of social value. In determining which bid to accept, Cabinet must consider the merits of achieving full market value against achieving less than full market value, offset by wider social and community benefits.

- 10.2 The HB bid of £350,000 does not satisfy best consideration criteria for the Property but it complies with the Council's Accommodation with Support Strategy and Property Rationalisation Programme in addition to the Council's Housing Policy. The proposed scheme would be a first in Warwickshire providing accommodation for people with Learning Disabilities or Physical Disabilities and would have the potential to realise significant care cost savings.
- 10.3 The bid from BPCV must be commended in its ambition and would, if delivered, no doubt contribute towards the vitality and wellbeing of the locality. However, whilst the Council is indicated as a partner, the bid appears to only have marginal direct benefits to the Council in terms of service provision, delivery and savings.
- 10.4 The BPCV bid has significant local and political support, including the local Member of Parliament (MP), Chris White, who is a board member.
- 10.5 All of the open market bids are affected by WDC's Planning Policy SC8 and will need to demonstrate that the exemption criteria in part a) of that planning policy are met.
- 10.6 Considering the advantages and disadvantages of the respective offers, on balance it is recommended to Cabinet that the bid from HB is accepted.

11.0 Next Steps

11.1 If the recommendation is approved by Cabinet, the next steps would be:

11.2 Approval of Open Market Bid from HB

1. Agree detailed heads of terms which are acceptable to the Strategic Director of Resources.
2. Instruct the Council's Law and Governance Team to prepare and issue the requisite documentation so that both parties may proceed to exchange of contracts.
3. Exchange contracts with completion conditional on HB securing change of use and a satisfactory planning consent. Agree nomination agreement between the Council, HB and WDC, as housing authority.
4. HB to obtain planning consent for the proposed development.
5. Complete freehold disposal.
6. HB to develop Property.

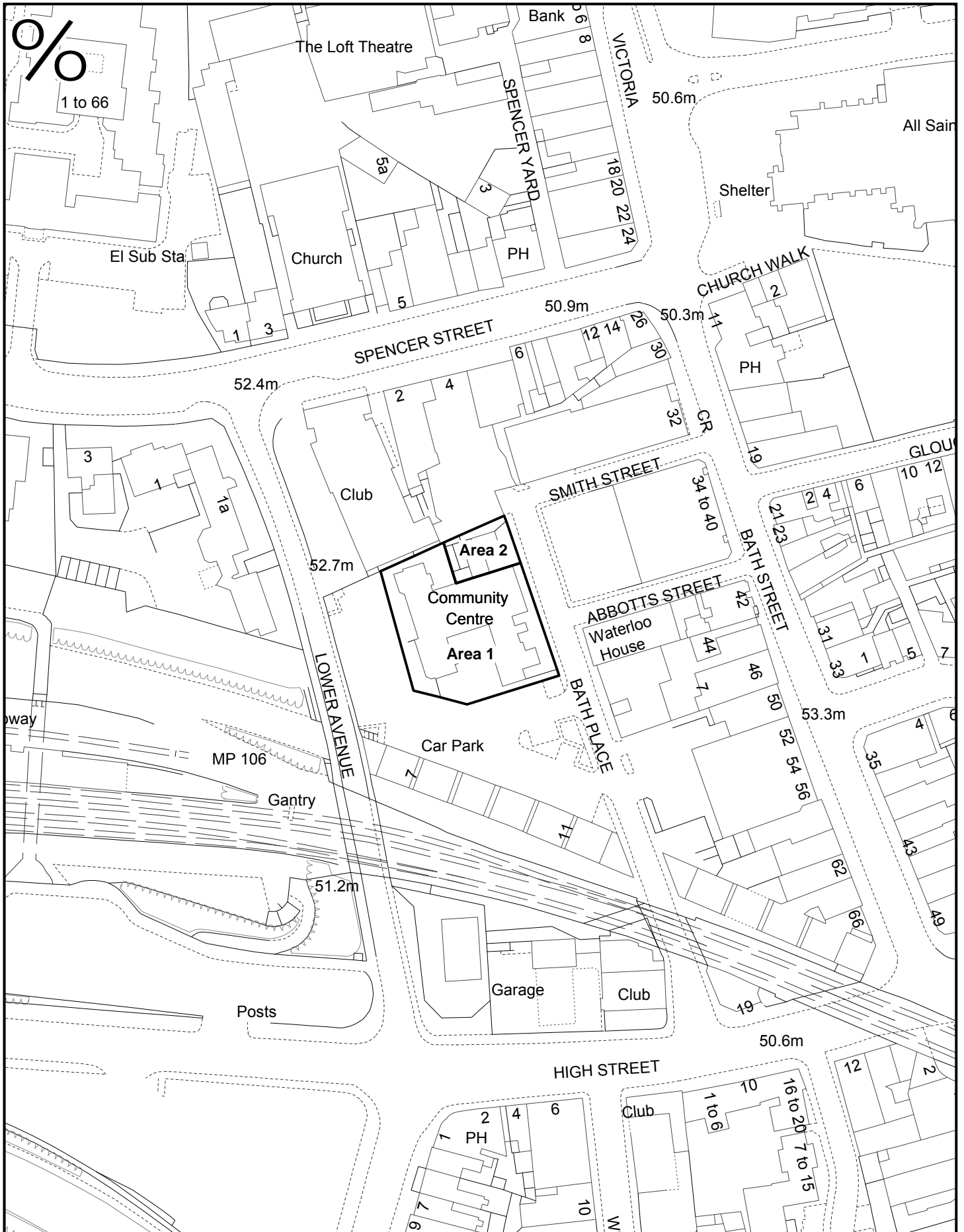
12.0 Background Papers

None

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	Name	Contact Information
Report Author	Joan Diamond	joandiamond@warwickshire.gov.uk Tel: 01926 412697
Head of Service	Steve Smith	stevesmithps@warwickshire.gov.uk Tel: 01926 412352
Strategic Director	David Carter	davidcarter@warwickshire.gov.uk Tel: 01926 412564
Portfolio Holder	Cllr Colin Hayfield	colinhayfield@warwickshire.gov.uk

NOT FOR PUBLICATION



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Warwickshire County Council, 100019520, 2012

Title:
Leamington Spa
Former Bath Place
Community Venture

Scale:	1:1250
Grid Ref:	431896,265310
Operator:	GSEV
Date:	16/02/2012



Warwickshire
County Council

RESOURCES GROUP
SHIRE HALL WARWICK CV34 4RP

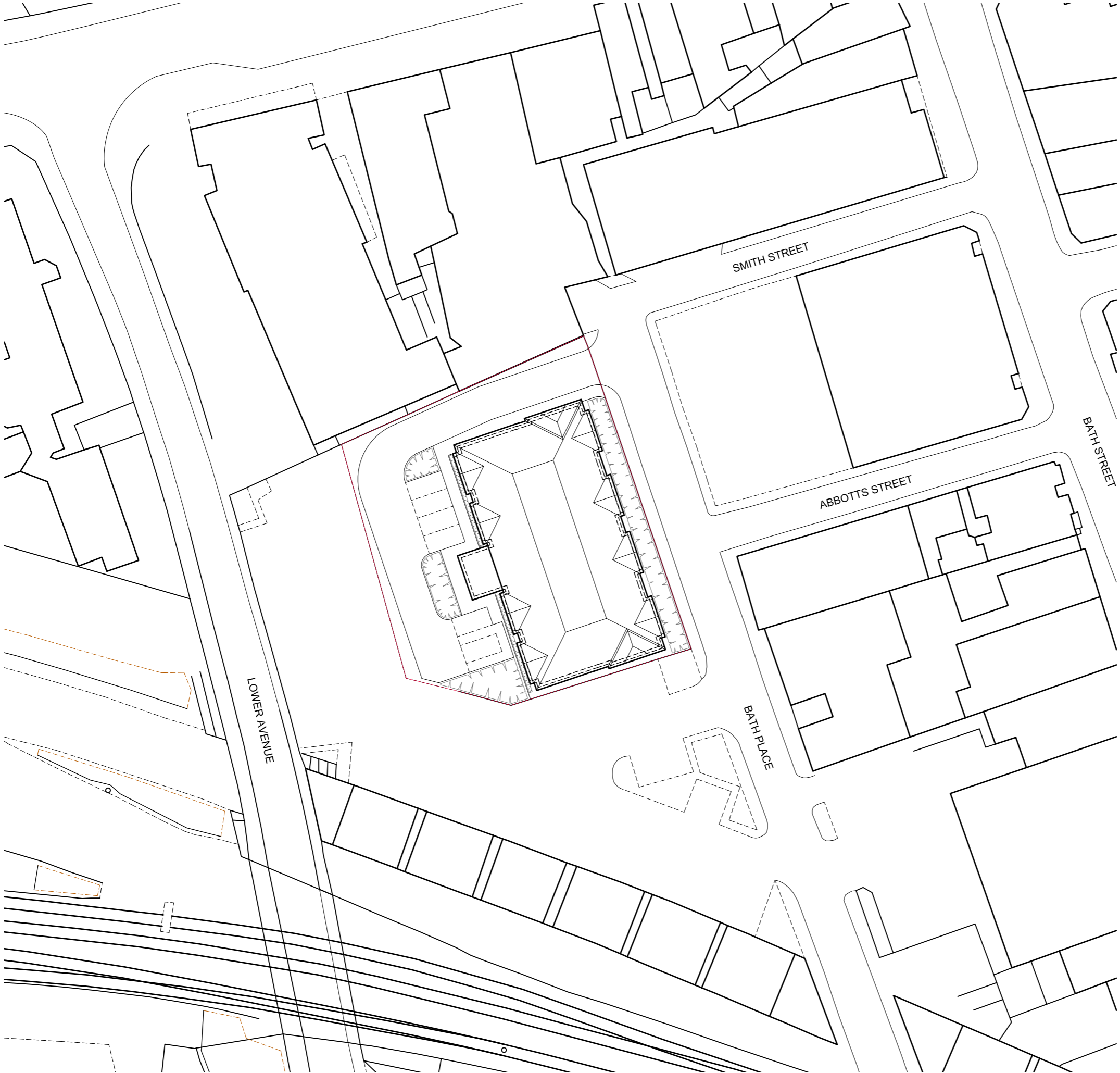
Feasibility study prepared for HB villages
by calder peel partnership ltd

2 Bath place, Leamington Spa

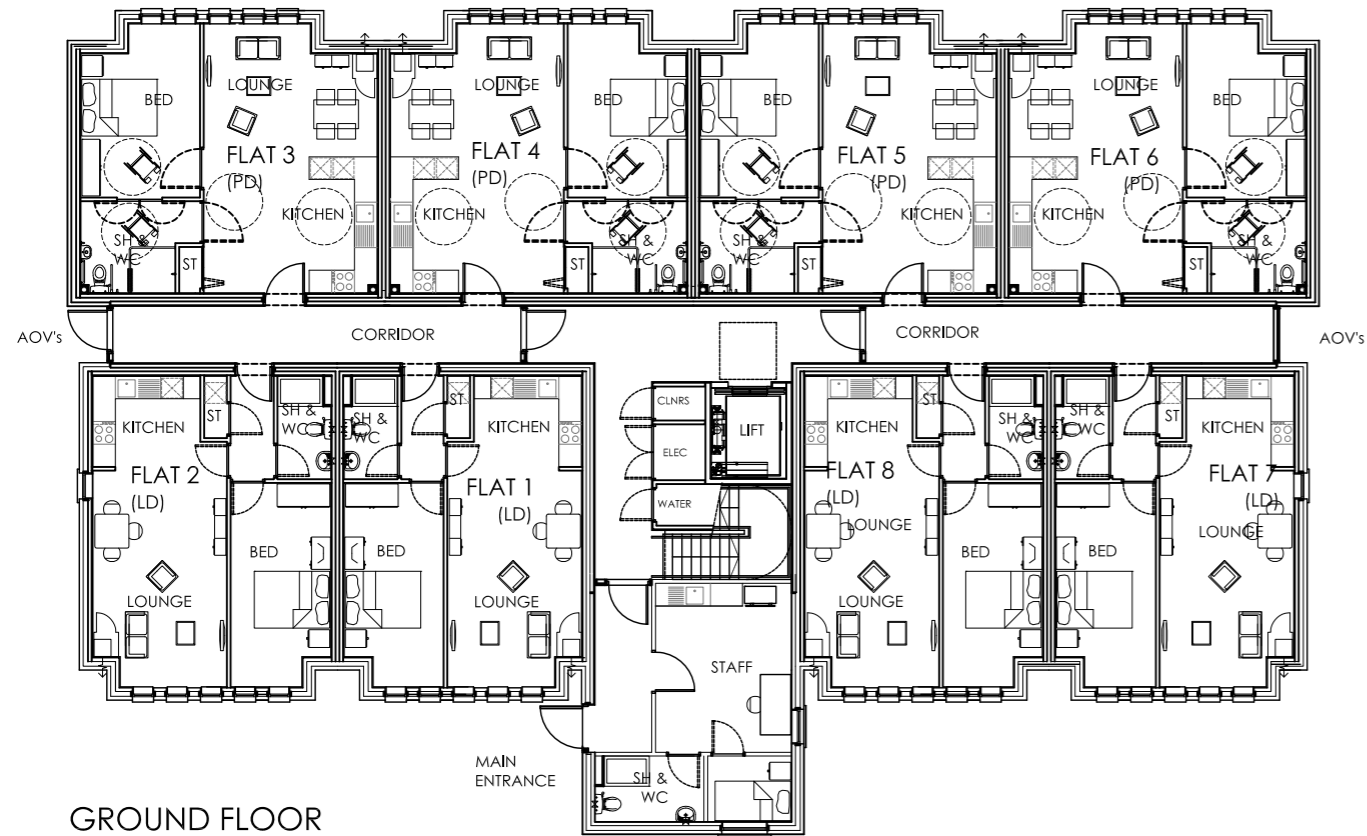
March 2014
revision A



0.34 acre site

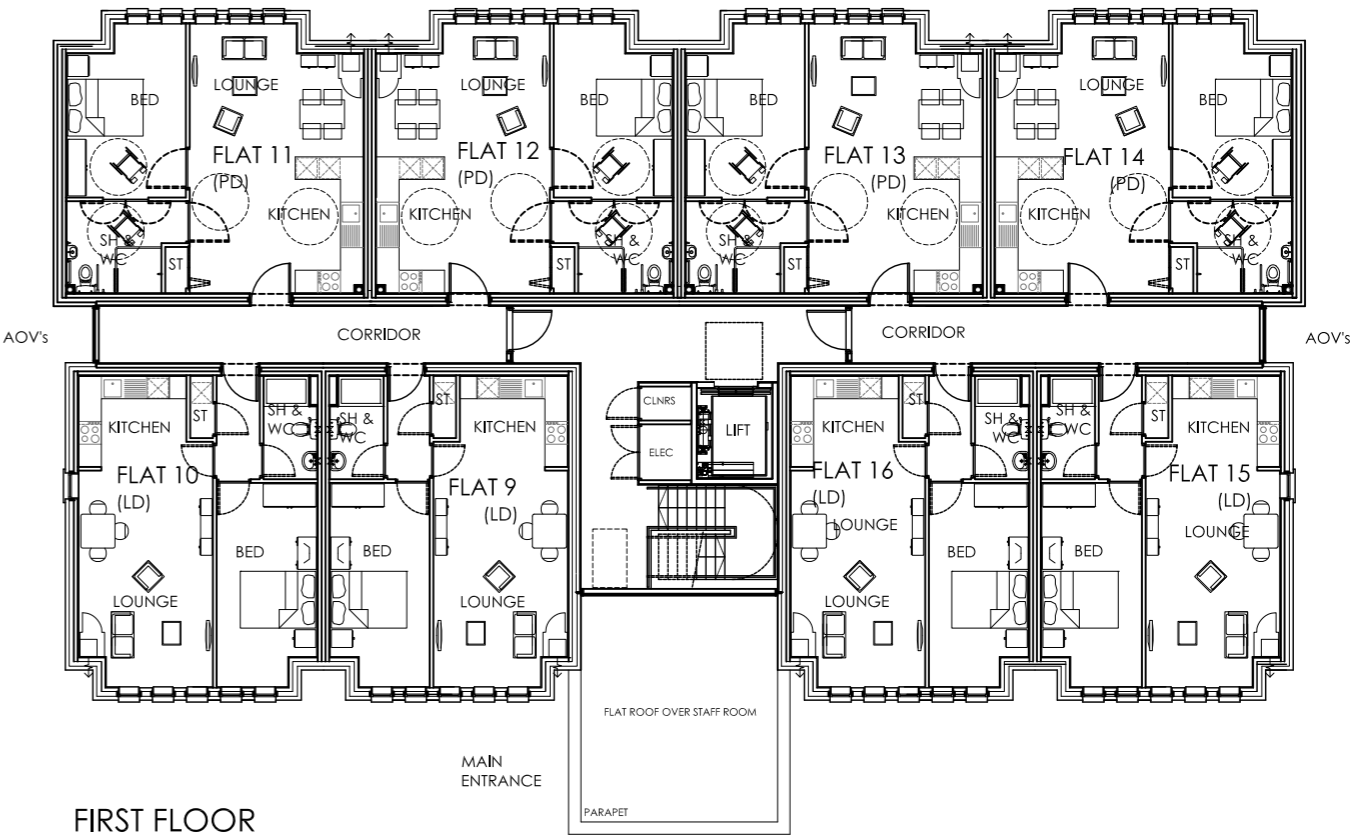


Proposed site plan (1:500)



GROUND FLOOR

GEA: 603.8m²
GIA: 561.5m²

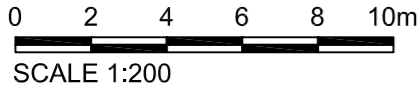


FIRST FLOOR

GEA: 567.7m²
GIA: 528.2m²

Accommodation schedule

- 8 No PD units @ circa 53 sqm
- 8 No LD units @ circa 50 sqm





SIDE ELEVATION



FRONT (CAR PARK) ELEVATION

0 1 2 3 4 5m



SCALE 1:100

RESIDENTIAL AREA SCHEDULE

QR69a/revG

Project Address: Bath Place, Leamington Spa
Client Name: HB Community Solutions Living Ltd

NB: All areas are taken to structure, and subject to finishes.

GROUND FLOOR	ACCOMMODATION UNIT TYPE	AREA	
		SQ M	SQ FT
Apartment 01	1 Bed	50.00	538
Apartment 02	1 Bed	50.00	538
Apartment 03	1 Bed	53.00	570
Apartment 04	1 Bed	53.00	570
Apartment 05	1 Bed	53.00	570
Apartment 06	1 Bed	53.00	570
Apartment 07	1 Bed	50.00	538
Apartment 08	1 Bed	50.00	538
Staff Room	N/A	25.00	269
8	TOTAL AREA (NETT)	437.00	4704
TOTAL UNITS	TOTAL AREA (GROSS)	561.50	6044

FIRST FLOOR	ACCOMMODATION UNIT TYPE	AREA	
		SQ M	SQ FT
Apartment 09	1 Bed	50.00	538
Apartment 10	1 Bed	50.00	538
Apartment 11	1 Bed	53.00	570
Apartment 12	1 Bed	53.00	570
Apartment 13	1 Bed	53.00	570
Apartment 14	1 Bed	53.00	570
Apartment 15	1 Bed	50.00	538
Apartment 16	1 Bed	50.00	538
			0
8	TOTAL AREA (NETT)	412.0	4435
TOTAL UNITS	TOTAL AREA (GROSS)	528.20	5686

CAR PARKING SPACES % AMENITY

TOTAL UNITS		AREA SQ M	AREA SQ FT
16	TOTAL AREAS (NETT)	849.0	9138.64
	TOTAL AREAS (GROSS)	1089.7	11730
		78	% NETT:GROSS

AREAS GENERATED FROM:	
Dwg No	Revision No

Revision Number:

Date Revised:

Schedule Checked by:

Schedule Typed by:

Date checked:

The areas shown above are taken from the following locations:

NB ALL AREAS ARE APPROXIMATE AND MUST NOT BE
RELIED UPON FOR ANY CONTRACTUAL PURPOSE



HBVillages
supported living

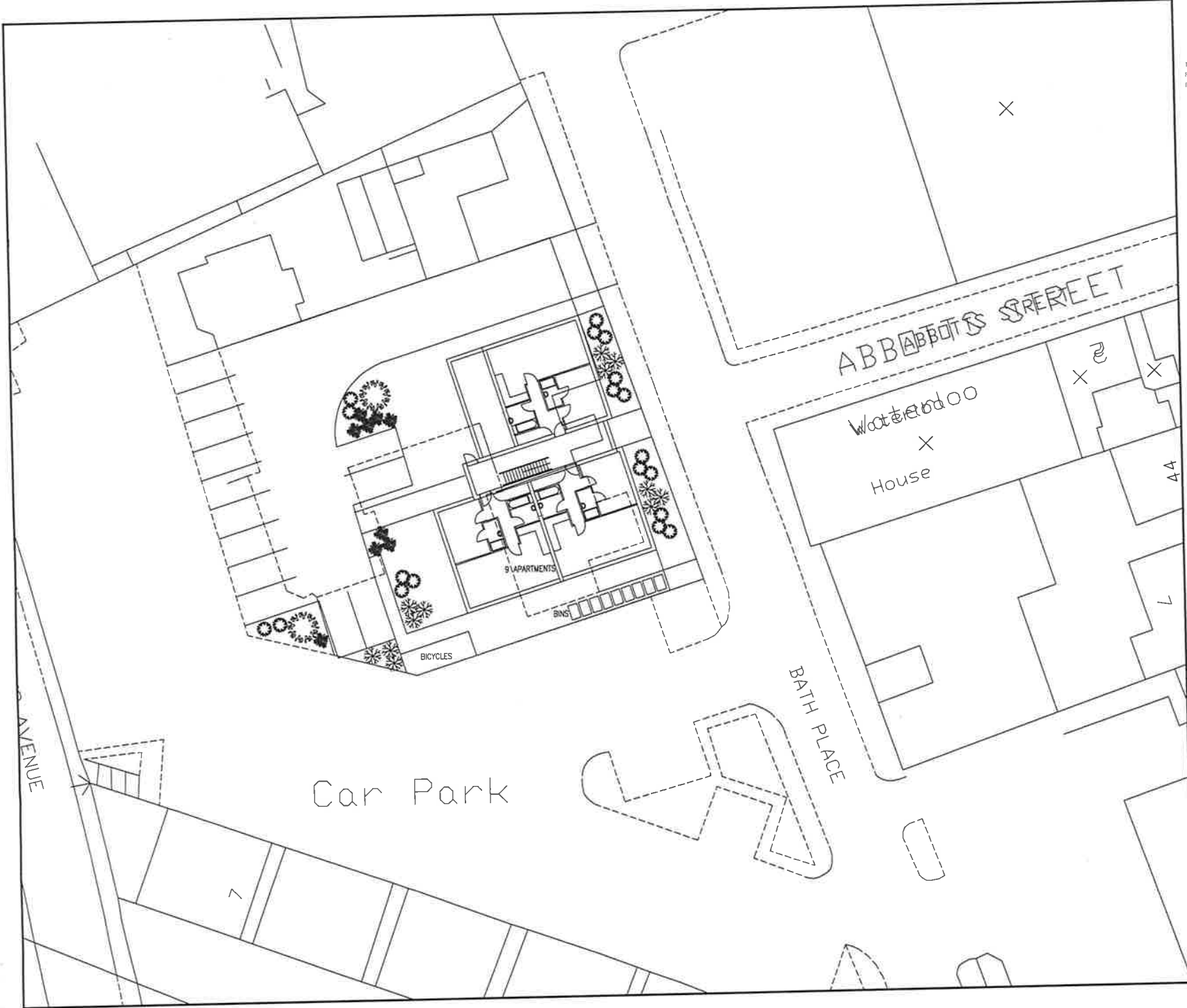
**Former Bell Public House,
Colchester**





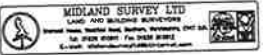
HBVillages
supported living

**STANDARD KITCHEN
AND DINING AREAS**



NOTES COPYRIGHT RESERVED
 Drawings not to be scaled
 All dimensions & levels to be checked
 on site by the Contractor

THIS DRAWING HAS BEEN PREPARED FOR PLANNING
 PURPOSES ONLY AND WILL REQUIRE ADJUSTMENT
 FOR BUILDING REGULATION AND CONSTRUCTION PURPOSES



THE SURVEY ON WHICH THIS DRAWING IS BASED WAS
 PRODUCED BY MIDLAND SURVEYS LTD AND ALL
 RESPONSIBILITY FOR ITS ACCURACY RESTS WITH THEM

APPENDIX 3

Rev	Desc	Date

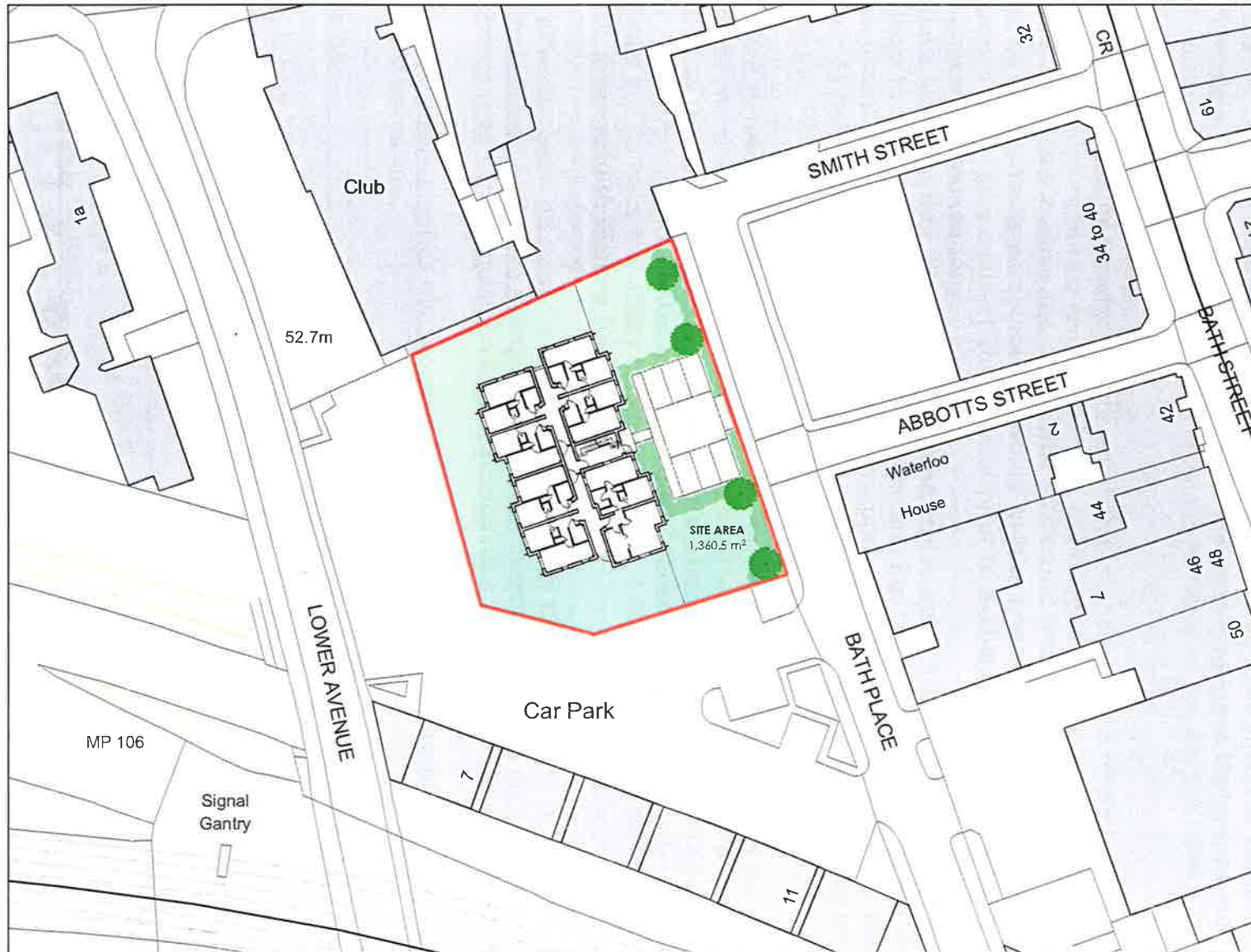
BROWN MATTHEWS
 ARCHITECTS
 Chartered Architects - Historic Building Consultants
 101-103, Victoria Road, Leamington Spa, Warwickshire, CV32 3JH, Tel: 01926 481175

BATH PLACE SCHOOL SITE
 LEAMINGTON SPA
 WARWICKSHIRE

SITE LAYOUT

Scale: 1/200	Drawn: RRB
Date: 2013	Revised:
Drawing number: 1400/01	

APPENDIX 4



SITE PLAN



REV	DATE REVISED	REVISION	REV BY

OAKLEY ARCHITECTS LTD
 103 WHEATMOOR ROAD
 SUTTON GOLDFIELD
 WEST MIDLANDS
 B75 7J3
 T: 0121 572 1512
 E: design@oakleyarchitects.co.uk
 www.oakleyarchitects.co.uk

CLIENT
 Bromford Housing Group

PROJECT
 Bromford Supported Living

DRAWING TITLE
 Learnington Site Plan Option 1

DRAWING SCALE
 1:500 (A3)

DATE DRAWN
 07.11.2013

DRAWN BY
 LISA OAKLEY

CHECKED BY
 SIMON OAKLEY

JOB NUMBER
 201316

DRAWING NUMBER
 SK01

Business Proposal

For the Development of Bath Place Community Venture



A hub for local activities and a vehicle for economic renewal



Date: 13.12.2013

Completed by Melissa Rood



To Members of Warwickshire County Council Cabinet

Copy to Strategic Directors

Dear Cabinet Member,

Acquisition of land and existing premises at All Saints' School, Bath Place, Leamington Spa.

Bath Place Community Venture (BPCV) managed a successful Community Centre on the above site from 1974 until 2009, when a disastrous fire all but destroyed the fabric of the building. Since that time BPCV continued its service to the community in the Old Library, but again had to move to other premises when this was sold to developers. Because of the dearth of suitable community buildings in the area of need, the Board decided to use its remaining resources to register the above site as an Asset of Community Value, and then, when the opportunity arose, to submit a formal request to the County Council to acquire the land and building pertaining to its former home.

This is not a sentimental journey. We know from long experience that this building is in the right place to service the needs of South Leamington and Brunswick Ward, and our studies confirm this. The needs of our clientele bear out the designation of the wards as within the 20% most deprived in Warwickshire nationally according to the most recently available locality statistics. Our Partners, Local Councillors, and our Member of Parliament confirm the necessity of such a provision in this location. Moreover the proposed footprint of the building enables services to be provided without external subsidy, by using flexible space for commercial activities. This will generate sustainable revenues, as our financial projections demonstrate.

We do not ask you to take our word for the viability of the concept. We have used external consultants to test our model, develop plans to use the space effectively, explore the grant regimes needed to purchase the land, and produce realistic financial projections based on a conservative estimate of the possible. We have, successfully, obtained grants to pay for these professional activities. As a result we attach our Business Proposal, and a substantial number of Appendices to provide the information necessary for you to conduct your 'due diligence' procedures.

The County Council already supports Hatters Space, a Community Centre in a deprived neighbourhood –this time in Nuneaton. Its operational model, and indeed its location in a former school, has a number of similarities to our proposals. This is important because, as

we would wish to do in Leamington, Hatters Space delivers services and facilities on a community wide basis, not through an exclusive or specialist approach.

We can demonstrate through a sophisticated Social Return on Investment (SROI) calculation that the proposed Community Centre generates a value to the community of £ 4.85 Million and, as a result, substantial reductions in the ongoing costs of providing community services of both County and District Councils. We believe these values are just as real as straight forward cash receipts, but accept that it will take time to generate the results which will prove this.

We argue that this SROI supports our view that the County Council should consider this proposed acquisition by BPCV not as a simple financial transaction, the purchase of land, but as a part of a package of measures to support the locality. The model for this is contained in the County Council's Protocol for Community Asset Transfer, and the formal bid statement below assumes that Asset Transfer. We have to accept that this is a difficult and arduous road to follow by both the County Council, and ourselves. However we think the loss of a modest capital gain to the County Council is more than offset by the delivery of a valuable asset which will bring long term benefits –and savings for the local authorities – to individuals, and to the community at large.

Yours sincerely

David Williams

(Chair – BPCV Board of Trustees)

ATTACHMENT

BID for acquisition of All Saints' School, Bath Place, Leamington Spa by BPCV

EITHER CASH OFFER £100,000 for Freehold (conditional upon favourable determination of our insurance claim in Bristol Crown Court for our losses in the 2009 fire on this site).

OR Community Asset Transfer on terms to be agreed. To note SROI Value (see above) £ 4.85 Million per annum (Ratio £7:1) (£4,852,860)

OR Ground Rent payable by BPCV for long term lease of land 25 years + (to protect new build on site, and to enable grant funding and loans to be drawn down)

Relevant Bid Conditions

SOLICITOR Kevin Mitchell, Partner – Blythe Liggins

Edmund House, Rugby Road, LEAMINGTON SPA, CV32 6EL
Direct Tel: 01926 884705 Email: kpm@blytheliggins.co.uk

EXCHANGE and COMPLETION –subject to legal advice –but as soon as possible

SCHEME with illustrative layout (attached, see below)

ACCOMMODATION SCHEDULE (attached, see below)

ASSUMED DENSITY (attached, see below)

Attachments

FOREWARD by CHRIS WHITE Member of Parliament for Warwick & Leamington

BUSINESS PROPOSAL including SUMMARY

APPENDICES (20) including SROI calculations

ARCHITECTS SCHEME for site

Forward:

by Chris White MP

In my role as both Member of Parliament for Warwick and Leamington, and as a Trustee of Bath Place Community Venture (BPCV), I am pleased to endorse this bid to Warwickshire County Council for the acquisition of All Saints' School.

This is an unusual bid in that the amount tendered is largely based on a detailed and sophisticated calculation of the social value to the local community of the services to be provided in the proposed rebuilt Community Centre, which was previously destroyed by fire in 2009. As the Parliamentary sponsor of the Social Value Act 2012, I know this proposal demonstrates a clear understanding of the legislation and the contribution that will be made to the area by the many activities the Centre aims to provide.

BPCV has also helped to pioneer the way community assets are registered with the Planning Authority under the Locality Act 2012, thus giving the opportunity to local community organisations to respond effectively to the untimely disposal of a much loved and respected resource.

This innovative use of recent Acts of Parliament has been inspired and developed by former staff of the organisation, ably assisted by professional consultants in business and financial planning, funding strategies, architectural design, and quantity surveying. Tribute must also be paid to the Social Investment Business, the Leamington Conservation Society, and the Town Council for their financial support in creating a viable and professional bid for the site.

I recognise that Warwickshire County Council (WCC) has many pressures on its resources, and gratefully acknowledge the support provided by local WCC councillors in promoting awareness of our needs to Cabinet members. We hope that the bid will demonstrate the seriousness of intent and will enable WCC to grant a favourable response in due course.

Chris White MP

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Appendices

- 1** Outline Feasibility Brief (Development Plans & Artists impressions A3 file) – Marco De Cruz
- 2** Data for Situational Needs Analysis – Coin Street Community Builders
- 3** Mapping Document – Melissa Rood
- 4** Trading Model/Financial forecasts – Keith Mitchell
- 5** Letters of Support – Compiled by Clayton Denwood
- 6** Social Return on Investment Report – Melissa Rood
- 7** Survey Analysis & Results – Clayton Denwood
- 8** Insurance Claim Letter – Lyons Davidson
- 9** Asset Transfer Protocol - WCC
- 10** Fundraising Outline Strategy – Caroline Taylor
- 11** Marketing Strategy – Emma Winter
- 12** Feasibility Programme Plan – Clayton Denwood
- 13** Preliminary Estimate (Development Costs) - Greenwoods
- 14** Structural Survey report – Ecos Maclean
- 15** Annual Audited Accounts – Dafferns
- 16** Project History Table
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- 18** Risk Assessment – David Williams
- 19** Community Voices
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(1.0) Executive Summary

(1.1) The Vision

- Reforming social care for older people, young people, those with mental illness, disabilities and addictions.
- Providing a central location with quality and affordable spaces to co-locate a range of complementary services that meet the needs of the local and wider community.
- Working to a business model that achieves 50% of the building delivering multiple public services and 50% income generation opportunities.
- A working partnership to provide services as a consortium
- Creating a fit for purpose creative and social space for marginalized communities of south Leamington, providing services and activities in a restored, landmark historical landmark asset.
- Providing a long-term financially sustainable programme for the development of the whole social project, demonstrate our investment potential through business value and return on social investment
- Improve footfall and deliver economic regeneration to South Leamington.
- Re-establish The Veggie Table Café as a trading Arm providing daily healthy and affordable meals.
- Providing the means and opportunities for people and organisations to contribute their time and energy through volunteering and donations.

(1.2) The Need

As Britain begins to recover from the financial crisis, it is clear that local government will continue to operate within tight financial constraints for at least a generation, with cuts in grants exacerbated by declining Council revenue. BPCV proposes it can be part of the solution through creating a way of working that will enhance the ability of professionals to deliver services to local people. Our proposal will provide the local community with the basis to build their own resilience, enabling and empowering individuals and families to use and develop their skills within a bespoke structure, which supports economic recovery and mutual benefit.

We have conducted extensive consultations in the community and the results can be found in our *Past, Present & Future Survey* and also the *SROI Report*. *Community Voices* presents the real thoughts and feelings of local people in regards to their commitment and experience of BPCV. **(See Appendix 7 & 19)**

Bath Place is located in the heart of Leamington Old Town surrounded by super output areas (SOAS) that rank in the top 30% of deprived areas for income deprivation, children/young people educational deprivation, adult skills and education and skills deprivation. One of the SOA's is in the top 20% most deprived for overall deprivation (% based on national level). Bath Place has always delivered new and imaginative approaches to service provision with an increased focus on low-level 'preventative' services and community-led solutions. As a third sector organisation it is able to bring significant

resources to local priorities across the Local Area Agreement and Sustainable Community Strategy within Warwick District. **(See Appendix 2)**

(1.3) Project Plan

The Project Plan focuses on the site of All Saints School. This project will see a purpose built, sustainable and welcoming facility used as a creative and social space aiming to improve health and well being in this deprived area of Leamington. It will give the space to allow individuals to express themselves and gain confidence and empowerment and will give the community a visible presence, spirit and voice to affect social change.



The project would see a range of services and providers located under the same roof – allowing the provision of joined up services and opportunities for the benefit of local people. Services will be both preventative and supportive. The physical nature of the building used to lend itself to creativity and comfort for vulnerable members of the community. It will also allow for office space and general hire space for the generation of long-term income.

(1.4) Services

By integrating several strands of activity that have been identified in community consultation and feasibility studies. The core strands are social and enterprise support, arts and community activity, education and training. We will provide the following community support services from the centre **(See Appendix 3)**:

- Mental Health Drop in and Recovery Café (including support for those with dementia and their carers)
- Support for alcohol, drug and other addictions (individual and families)
- Family Support Services
- The Veggie Table Café offering low cost, nutrition meals throughout the day
- Back to work training including literacy, IT and budgeting support
- Legal advice in areas such as housing
- Volunteering opportunities in a wide range of areas
- Alternative educational provision
- Apprenticeships for 16-24 year olds
- Meeting rooms and office space for community use and business bookings
- Development programmes for homeless people
- Event space for local groups, businesses and charities
- IT suite for community use, hot-desking and training courses
- Support for people with learning difficulties

- Language support for minority groups
- Heritage and Creative Projects

Bath Place has a 38-year history of delivering services and projects within the local community. It has a long track record of delivering effective, innovative projects and the inclusive nature of its work is demonstrated by the diversity of groups supported. It is a classic ‘big society’ project generating, and relying on, extensive volunteer effort. The proposed project would stabilize BPCV operations and allow it to grow in an economically sustainable way whilst also extending its contribution to local economic and social development. In the long term the project will strengthen the voluntary and community sector by encompassing building ownership/long term rent; income generation, sustainable funding and partnership working.

(1.5) Social Return on Investment (SROI)

Our estimated Social Value contribution to the area is in the region of £4.85 million per annum and we have provided a detailed report **(See Appendix 6)**.

(1.6) The Proposal

BPCV proposes to acquire the freehold of All Saints site it’s former home of 35 years and build a bespoke Community Centre with sustainability at its core.



The design will tie in with the existing structures to provide as much naturally lit and workable space as possible. We have applied our experience with both the limitations of the old building and the extra capacity of the Old Library in creating a building that is as functional as it is welcoming. Architectural firm Sjolander Da Cruz have conducted a Preliminary Feasibility Study and designed an efficient, sustainable and economically viable building that will allow us to meet our aims and objectives. **(See Appendix 1 A3 file)**

Sjolander Da Cruz have an extraordinary portfolio of community and educational buildings and have previously worked with Warwickshire County Council and other community organisations on various projects. We will also be working closely with the planning department to ensure that all their requirements are met, such as historical sensitivity, conservation and neighbourhood plans. The end walls still exist and the scheme incorporates both into the design.

We will make full use of the site and the design creates as much community space as possible including a large hall, up to 10 meeting rooms, IT suite, family club, a Cafe and a creative studio. Before the fire the building consisted mostly of one floor divided into different spaces which proved problematic for egress and flow throughout but with the use of two floors in sections the area is maximized greatly whilst also allowing for a high ceiling, light, spacious and inviting hall for large groups, events and conferences.

(1.7) Funding

Ideally, Bath Place would acquire a significantly long lease on the property (25-99 years) or a full Community Asset Transfer under the principles of the Localism Act 2011 and the current national focus around Community Right to Bid/Build.

The operational and development Business Plan will enable BPCV to develop independence from statutory funding, with the objective being to underpin the costs of social and community services from commercial income sources. **(See Appendix 4)**

The Social Investment Business Grant scheme is proposed to fund the long-term redevelopment of the site and the initial works to secure the asset, including fees. This will enable large amounts of further funding to be attracted over a period of time, significantly increasing the capital and income generating value of the building as well as improving our community offer. Bath Place has already received £20K towards initiating the feasibility of the project and SIB has confirmed the likelihood of full Feasibility Funding and Capital Grants should Bath Place acquire the site. Other funders include Heritage Lottery, Reaching Communities and Big Society Capital. **(See Appendix 10)**

Should loan finance be required BPCV has negotiated a Heads of Terms agreement with Unity Trust Bank for £400-500K based on projected income over the next 25 years.

(1.8) Community Alliance

Bath Place has an extraordinary reputation for partnership working and building relationships with fellow community organisations. It has always sought to encourage joined-up thinking and enable links between service providers. As demonstrated by the letters of support and SROI Survey responses, BPCV intends to partner initially with Springfield MIND and ESH Works to develop a well-being service providing Mental Health and Addiction Recovery services in a single, central location. Other partners include Action for Children, Mediation and Community Support (MACS), Community Arts Workshop, Warwick University Student Union, Warwickshire College and Warwickshire County Council.

(2.0) Community Need

Introduction

Historically, The Venture works with priority hard-to-reach groups of people such as those on a low income, children, lone parents, long term unemployed, older people, ethnic and religious minorities, those recovering from mental illness and people with disabilities. The Venture enables local people to access facilities, resources, support, information and education. We seek in particular to promote these facilities to individuals and to empower people who, because of poverty and/or prejudice are generally denied access to participation and power elsewhere.

Bath Place is situated in the heart of Leamington Old Town that is home to 14,000 residents in 6,000 homes. It is an area that incorporates a diverse spread of residential, retail, and industrial properties. Whereas Leamington as a whole has continued to flourish, Old Town has experienced a continual decline environmentally, socially and economically. It is now recognised as exhibiting all the symptoms of multiple urban deprivation. Old Town comprises the whole of the Brunswick Ward, which is the third worst ward in Warwickshire in the Index of Local Deprivation. Old Town is a multicultural area, with Minority Ethnic Groups (predominantly Sikh, but also significant other Asian and African Caribbean communities as well as Polish and Portuguese) now making up over 15% of the local population. **(See Appendix 2 for Data for Situational and Needs Analysis)**

(2.1) Needs Analysis of South Town – Key Issues

Some of the key issues, challenges and concerns for South Town recently identified by Locality are:

Skill/Qualification Levels

Much of the locality falls below County averages, 45% of adults in Brunswick South are unqualified, whereas this true for only 13.4% in Old Town North. Tackling the cycle of deprivation through improving skills and qualification levels and reducing unemployment.

Pension credit claimants

Although South Leamington has a relatively low proportion of people of retirement age or over, it has the second highest proportion of pension credit claimants, 31% taking up this benefit, compared to the Warwickshire claimant rate of 19%.

High Claimant count rates for the locality

Stand at 4.0%, above the County average. High rates are apparent in the Brunswick ward where 4.7% of the working age population claim JSA. Similarly, 5.1% of those in the Sydenham area claim.

Increasing Population

Within Warwickshire, population is projected to increase most in Rugby Borough between 2010 and 2035 (30.0%) followed by Stratford-on-Avon (24.0%), Warwick District (23.4%), and Nuneaton & Bedworth (18.8%). North Warwickshire is projected to experience the smallest rate of growth at 10.9%. Across Warwickshire as a whole, the highest rates of

projected population growth are in the groups' aged 65 and over.

Urban locality with issues arising from an increasing population and many areas of deprivation. Primary concern: *Activities for teenagers.*

Social cohesion

A potential issue in the locality especially intergenerationally.

Crime rates

The total recorded crime rate in the locality is above the Warwickshire figure, and is the seventh highest across all the localities. Reducing crime Brunswick and Willes are part of the Leamington Police Priority Areas (PPAs).

Continuing the redevelopment of Old Town.

The results of 'the Place Survey' from 2009 indicates that the District is cohesive but residents do not feel engaged with the decision making process.

(3.0) Services

(3.1) Introduction

BPCV aims to tackle the cycle of deprivation through providing the following range of community support services, which have been mapped with the WCC and WDC local area strategies **(See Mapping Document in Appendix 3 for more detail)**

- Improving skills and qualification levels
- Reducing unemployment
- Providing Information, Advice and Guidance in areas such as welfare, policing, fuel poverty and housing
- Providing family support
- Providing daily healthy nutritious meals (children under 5 will eat for free)
- Providing drop in counselling support for families, people with mental health issues and people with addictions
- Activities for young people and the elderly
- Development programmes for homeless people

Through our room hire and office let we aim to accommodate and support a wide range of community groups, microenterprise and activities such as Springfield MIND, ESH Works, MACS (Mediation and Community Support), Warwickshire Police, Warwickshire Probation Service (Community Payback) youth offending teams, training providers supporting local residents, jobseeking, counselling services and holistic therapy.

In our immediate catchment area we are a potential facility and service provider for off-campus students, lone parents, those for whom English is a second language, newly arrived migrant workers, Young Asylum Seekers, children in care, the elderly and those experiencing a housing crisis.

(3.2) Trading for Social Purpose

Bath Place has been running a community café for a number of years and this is seen as one of its core activities. The café has a strong USP, as it is vegetarian and provides quality healthy food at minimum cost. The café also supports the room-hire trading activity providing an additional 29% of revenue through these catering activities. BPCV has run a number of healthy-eating initiatives including a 'youth café' where young people aged 9-15 run the café on a Saturday as a supported social enterprise, giving them skills in areas such as financial planning, customer service, food hygiene and healthy eating.

(3.3) Multi Purpose facility

BPCV is multi purpose providing or hosting a number of different activities and services, broadly in the areas of:

- **Social Welfare** - Bath Place has a well-established volunteering programme providing opportunities for local people to learn, provide mutual support, share, develop their skills, mentor each other and make new friends. In particular, volunteering provides a route to engagement and positive contribution for many disenfranchised people within the community e.g. young offenders, those with little educational achievement, homeless people, recovering addicts and people with learning difficulties and mental ill health.
- **Environmental Activity** - Historically Bath Place has managed a couple of allotments in order to provide locally grown low-cost vegetables and food to low-income families. It has an established relationship with a local community farm who supplies vegetables to the café, providing low-cost health meals to local people. BPCV has worked in partnership with the local recycling charity Action 21 such that most of the furniture and equipment used by it has been discarded by others. Wherever feasible it uses fair-trade and ethically sourced products and prefers to work with partners with similar values and ethics.
- **Economic or Vocational Services** - Wherever possible BPCV employs local people, predominantly home grown talent that has come through its volunteer programme and other local contacts. BPCV provides regular work placements for students, agencies and those seeking to re-enter the workforce. It also hosts a number of placements for those with additional needs. It additionally offers a number of capacity building programmes including financial awareness, literacy & numeracy as well as life skills.
- **Empowering Communities** - Bath Place aims to develop a model of community working based on long term impact, and, as an organisation, it recognises the need to move away from short term projects and delivery in it's role as a Community Anchor, towards the delivery of long term programmes which bring together individuals and groups so that local issues and needs can be solved.

The vision of a new build on All Saints would afford us a large, purposefully designed premises with a greater range of room hirer capabilities than the old building and the potential to explore a number of new markets.

(3.4) Room Hire

As well as providing services for our core users the Centre will provide a great resource for businesses in the Old Town to grow, collaborate and develop.

Situated a few minutes walk from Leamington train station, BPCV will be a flexible, central meeting venue for hire. We propose to provide a range of spaces for 6 to 200 people, ideal for meeting rooms, seminars, training courses and board meetings, as well as larger conferences and product launches. Offering a three tier prices systems that enables an

affordable, statutory and corporate payment options to clients. All profits will go back into the local community.

There would be a Help desk operating throughout the opening hours of the centre fully manned by volunteers and trainee work experience.

BPCV is able to provide:	Bath Place would focus its room hire to provide the following:
A Central Location	Conference, meeting and training spaces of high quality available for business and community hire
Expertise in room hire and events to a wide range of clients and organisations	Access to training and employment opportunities
An experienced events team that can work with local and regional organisations to deliver events smoothly and successfully.	Access to business and social enterprise support
Facilities such as projectors, IT suite, PA, laptops	Access to Welfare and Benefits Advice such as Universal Tax Credits, Housing related matters
Locally sourced and healthy Catering for events	Legal Advice provided by Warwick University Law Clinic (and we are exploring the potential for CAB)
An extensive network for public engagement	Offices for BPCV staff & Community Alliance partners
A 3 Tier pricing system	Parent and family support programmes including practical workshops
Opportunity for Corporations to invest their money into charitable causes and meet their Social responsibility targets	Activities for the young, old, family
	Out of school provision and youth clubs
	Mental Health & Addiction Drop in Service/counselling services
	Evening and weekend activities and cultural events

(See Appendix 4 for trading model, cash flows and forecasts)

(3.5) The Veggie Table Café

The cafe has a strong unique selling point (USP). The Veggie Table serves vegetarian and healthy food from mostly local providers. Both the cafe and the catering represent excellent value, and significantly, we offer low-cost meals for unwaged customers.

The `Cafe has the potential to provide essential revenue to BPCV and to become a profitable business *without* compromising its standing as a Community Cafe where it aims to meet BPCV aims and objectives, particularly it:

- 1. Provides a focal point within the community for people to call in for support and community interaction.*
- 2. Provides a range of affordable, vegetarian, healthy eating opportunities, including access to locally sourced produce.*
- 3. Develops and delivers appropriate needs-led, community-based, education and training to meet the requirements of local people.*

Alongside this it will:

- Continue to develop a Café Business and Economic Plan as a trading arm for BPCV
- Improve performance
- Create a more professional image
- Become a profitable business by year 1 of operation
- Source the majority of its food from within Leamington Spa and directly from sustainable growers and producers
- Provide learning opportunities to all of its customers
- Continue to support BPCV aims and objects

(See Appendix 4 for trading model, cafe cash flows and forecasts)

The new cafe will be well designed and attractive with local art hanging on the walls and a designated fenced off space for children to play and carers to relax. Information about the food, the growers, products, healthy diets, food miles, seasonal recipes and adapting to low-impact lifestyles will be creatively displayed. There will be welcoming and knowledgeable staff on hand to assist. We will promote key skills and knowledge in areas such as food preparation, healthy eating and bread making. The Cafe will be an active player in a rapidly growing local food movement and will give customers a real opportunity to reduce their supermarket visits. The Cafe also aims to be a social space where everyone can meet up with friends, visit the café and soak up the warm atmosphere. It will appeal to all ages and backgrounds from all walks of life and provide a popular, convenient and accessible venue where customers can buy high quality food at a fair price. We are also exploring the possibility of a Community owned shop that sells locally sourced produce, bread and handicrafts as another trading arm of BPCV capitalizing on the strong ethos and brand of the Veggie Table Café.

- 17 years of experience and expertise in running a community café (opened in 1994)
- Experienced staff and volunteers
- The recipes (plus cookbook)
- Facilities for user groups
- Workshops and associated community food projects such as the Youth Café
- An extensive network of customers
- Close relationships and strong supply chains with local sustainable food growers
- Catered events (Buffets)
- Deliveries by cycle (Meals on Wheels)
- Hot healthy meals served everyday
- Evening Bistro
- Bespoke Events
- Outside Catering (Festivals/events etc)
- Cookery Classes

(3.6) Wellbeing Exchange/Recovery Cafe

In partnership with Springfield MIND, ESHWorks and The Veggie Table Café *The Wellbeing Exchange* will be a friendly, safe environment for any individual who is not content with their mental wellbeing to come and find information and support relevant to their experience. We are able to provide information on:

- * Mental health
- * Mental wellbeing
- * Volunteering
- * Education
- * Employment
- * Benefits
- * Direct payments or Individual budgets
- * Accommodation
- * Health promotion and healthy eating
- * Social events
- * Books on prescription
- * Self-help mental health services
- * Gender specific or diversity specific services

Access to the internet will be available and free for all to use. We will also offer an informal meeting space where people can spend time and meet others on their journey to recovery. Light refreshments as well as tea and coffee are always available, healthy meals will be available each day by The Veggie Table Cafe. The Wellbeing Exchange will be open to

everyone; people will not need to be referred by a doctor or social worker, although we welcome referrals from other agencies.

(3.7) The Nursery

We are currently exploring the feasibility of re-instating our former Nursery. The nursery offered 52 low cost sessional places for children aged 3-5. The flexible service ran daily from 9am to 3.30pm with a healthy lunch club. For those children not in receipt of the nursery education grant, sessions were priced at highly competitive rates reflecting the fact that a high majority were unwaged. Following completion of the nursery extension in 2009 we moved to full day care registering with Ofsted to accommodate up to 26 children. Moving to full care offered the ability to generate more income from fee-paying parents. If the nursery is reinstated, it would:

- Appeal to working families and those wanting to return to work or training for children aged 2 – 5.
- Provide a number of subsidised places for our families from vulnerable backgrounds.
- Social work placement trainees from Warwick University would work alongside vulnerable families and regular staff.

The nursery was extremely popular and BPCV will be widely investigating/consulting the potential and need for this service with our partners once the rebuild project is underway. Given that the Nursery was largely funded by a WCC grant, sourcing new funding will be key if we decide to develop professional childcare provision once again.

(3.8) Family Centre

Another view is that the space might be better used as a mixed-use "Family Centre" with various activities and allotted times for children, young people, adults and older people. We are undertaking a review with former Nursery staff and partners (Surestart and Action for Children) while also exploring the potential for a membership-based "Family club" funded through a 3 tier subscription fee based on a lower income version of the *Family Tree* in North Leamington. The Clemens Street Surestart has expressed interest in migrating their services to BPCV once the space becomes available. **(See Letter of support from Action for Children in Appendix 5)** We would like the atmosphere to be welcoming, comfortable and creative whilst also factoring in issues around the safe-guarding of children.

(3.9) Training for Young People

Young people are a key part of our vision and will be involved and consulted at each stage. Various opportunities will be developed to ensure that our young people are active users of the building. During the rebuild phase BPCV aims to provide training in the demonstration of sustainable construction and refurbishment through Apprenticeship schemes for 16-24 year olds in partnership with Warwickshire College, Young People in Care and The National Apprenticeship Service. In 2015 BPCV aims to offer apprenticeships and work experience for 15 to 24 years olds in areas such as:

- Business Administration
- Catering and hospitality
- Marketing
- I.T.
- Counselling
- Customer Service
- Childcare
- Construction Skills

Apprenticeship funding is available from the National Apprenticeship Service if the learner is between the ages of 16 and 24. The size of the contribution varies depending on sector and the age of the candidate. Work Experience will be funded directly by the schools.

(4.0) Social Return on Investment (SROI)

BPCV has undertaken an evaluative estimation of the social return created by BPCV. **(See report in Appendix 6)**. We used a technique known as Social Return on Investment (SROI) to value the social activities of the organisation. It demonstrates how much social return is expected from each pound invested. The technique involves undertaking stakeholder analysis using extensive needs research, questionnaires, stakeholder meetings and partner interviews and through decryption of management data to:

- Understand the change that occurs as a result of the organisations activities
- Ensure that outcomes are coherent, with inputs and outputs fully comprehended

The results of the research gave a ratio of £7.76: £1. The Index value was **7:1**, meaning that for every **£1** invested into BPCV the expected value generated for stakeholders is at least **seven times** that amount. The cost savings for the stakeholders per year are £4,852,859 and this was a conservative estimate.

Stakeholder	Activities	Input/contribution
Service Users	50-80 healthy meals eaten daily Access services	£95,000 meals sold
User Groups	Affordable Room Hire Participation in arts and cultural activities Fundraising Events	£93,000 room hire
Management	Take care of the day to day running of organisation Decide on the direction of the organisation and ensure BPCV follows its charitable objectives 80 healthy meals served a day	£126,000 staff costs
Partnerships	Work closely under BPCV umbrella to deliver joined up services	£30,000 in funding
Volunteers	Contact with service users/help deliver the service	£267,000 of time
Government Local/National	Help improve the community and frees resources	£15,000 funding
	Total contribution	£625,0000
Stakeholder	Significant Outcomes	Benefits
Service Users	Feeling part of a community, reduced depression/anxiety/stress, less alcohol and drug consumption, a reduction in domestic violence, less homelessness, improved levels of nutrition, less social isolation, increased confidence and improved community safety.	£1,968,033

User Groups	Increased community cohesion, affordable venue in a central location	£269,299
Management	Increased job satisfaction, opportunity to affect change and healthier work environment	£248,861
Partnerships	An improvement in access to key services and raises extra funds	£302,981
Volunteers	Improved quality of life, unemployed to employed, improve chances of employability and become an active citizen.	£1,651,516
Government Local/National	A reduction in economic deprivation, improvement in the capacity for targeting provision in Warwick district and an opportunity to deliver services in a community setting reaching people who do not access mainstream services.	£412,170
Total impact		£4,852,859
Impact/inputs	£4,852,859/£625,000	= 7.76 (Ratio 7:1)

NB: BPCV needs to continue its monitoring and evaluation, including fully implementing social impact software to support the development of information capture and evaluation processes, reviewing social impact and ensuring an appropriate strategic direction.

(5.0) Operational Proposal

(5.1) Introduction

As an operator and user of the old facilities at the Bath Place community centre, and from observations of other successful centres, we have learned that the following are critical to success in attracting and retaining users:

- Creating a welcoming, accessible and friendly environment
- Good marketing and easy booking arrangements
- Clean and well kept environment
- Gain the goodwill and involvement of the local community
- Involving the local community and making best use of the skills that are out there
- Providing support and advice to new community groups and initiatives
- Linking with the local residents' groups, the local councillors, local police, GPs, and providing a voice for the local community
- Providing a decent meeting space for local people
- Coordinating a good range of activities and user groups to create diversity and bring different parts of the community together, ensuring that one particular group or part of the community does not dominate

We have delivered all of these requirements in the 38 years we were running the centre. Our aim on re-developing the old site is to deliver the requirements of local people and businesses in Leamington once again.

(5.2) Staffing

- General Management/community engagement & development – centre managing director (part-time) will fulfil this role on a day-to-day basis (paid)
- Operational Manager – to manage all BPCV facilities (paid)
- Finance/Accountancy – to prepare monthly and year end accounts and financial information (part-time, paid)
- Office administrator/bookings and payments – full-time Mon-Fri (paid)
- Cleaning – several part-time cleaners will clean the centre 7 days a week (paid)
- Caretakers – several part-time caretakers will open up in the mornings and close up each night 7 days a week (volunteers)
- Receptionists – two part-time receptionists (volunteers)
- Fundraiser – to generate new funding for BPCV
- Volunteer Coordination – two part-time coordinators (volunteers)

The staffing structure for the café/catering is as follows:

- Café Management – café manager (full-time) will fulfil this role on a day-to-day basis (paid)
- Chef/trainer – a chef will be employed full-time to design meals and catering packages (paid)
- Café staff – two part-time café workers will be employed to support the delivery of meals and catering, one during the day and one in evenings and weekends (paid)

- Other café staff – these roles will be provided by volunteers

Further volunteer staff will be needed to run some of the planned user groups, provide advice and guidance, and to support the operation of the building and the organisation, including:

- Community kitchen/food bank assistants/Classroom assistants/Mental health counselling/Alcohol & substance misuse advice/Arts coordinator/Family support workers/Law advisers/social worker
- Graphic designer/web maintenance/building maintenance/gardener/marketing/events management

Details of the full staffing and volunteer establishment are included in the financial forecasts. **(Appendix 4)**

(5.3) Planned Operations

Occupancy of the 10 rooms for hire and the café space has been conservatively set at 20% of available daily/weekly time.

The opening hours of the centre will be Monday to Sunday, 9.00am-10.00pm, although the café is planned to be open 5 days a week initially. There are planned to be ten bookable rooms at the centre of different types and sizes plus a family centre/nursery, two offices and a hot-desk area with 5 workstations, as well as the Veggie-Table Community Cafe.

There are a large number of regular user groups that used to use the centre who have indicated that they would be very keen to move back into a re-developed centre in Bath Place. The centre will also cater for many occasional users every week for meetings, parties, and functions. A number of tenants that require office accommodation on a daily basis have also indicated that they would like to be located at Bath Place again. The regular user groups are as follows:

National Grid	Victim Support, Warwick Justice Centre
Orbit Housing Assoc	Early Intervention Service, Mental Health
Warwick University	Habanaloko
Warwickshire County Council	Warwick District University of the Third Age
Probation Trust	Bingo Club
Warwickshire Community & Voluntary Action (WCAVA)	Leamington & Warwick Labour Party
Warwickshire Children & Voluntary Youth Services (WCVYS)	MP Surgeries

Warwickshire College	Saturday Polish School
ESH Works	Lucy Faithfull Foundation
Leamington Night Shelter	The Yoga Bus
Asian Mens Group	Mid-Warwickshire MIND Resource Café
Mobius Dance Company	Maestromusic
Sikh Community Centre	Parkinsons Disease Society
Nikoniko-kai	Peopleserve
Really Youth Theatre Company	Bounce Back Breast Cancer Support
Leamington Pilates	Nervous Tics
Reed French Group	Transition Town Leamington
Tuesday French Group	Springfield MIND
French Conversation Group	Homeless Shelter
Steel Pan Academy	Warwickshire Welfare Rights Advice Service
Leamington History Group	The Yoga Project
Diana Harris Yoga	AA Saturday Sanctuary
Lillies Womens Institute	Warwick Children's Team
Seeds of Faith	Relate South Warwickshire
Prayer Group	Leamington Studio Artists
Remploy	Central Warwickshire Shotokan Karate
Bath Place School of English	Djembe Drumming Workshop
La Leche League	Warwickshire Youth Service
Bath Place Book Club	Senior Citizens Mens Group
Warwick District Home Education Group	Leamington Community Kitchen, Warwick Uni
Green Geek	County Music Service
Really Youthful Theatre Company	Spires Youth Orchestra

Occasional users:

Severn Trent Water	Primary Care Trust	No2EU
Warwickshire Police	Social Services	When Poets Go Bad
SPAN	Burgess Care	Age Concern
Action 21	Warwick & Leamington LETS Assoc	Coventry & Warks VTS
Community Arts Workshop	Integrated Disability Service	Their Past Your Future MLA Project
NCT	Dave Male, artist	West Midlands Young Labour
One World Link	North Leamington School	Girl Guiding Warwickshire
Laroc Dance	Mosaic Consultancy	Jephson Players
Ante-natal Yoga	MADE Consultancy	Children In Care Council
IMECHE	Warwickshire Parent Partnership	Autism West Midlands
The Milestone Society	Business In The Community	Wayout Productions
The Letterbox Society	Barnardos	Social Enterprise West Midlands
Youth Offending Team	National Union Teachers	Autistic Drama Group
Adult & Community Learning	Positive About Young People	Cross Match Solutions
Ahmadiyya Muslim Association	Warwick SIFE	Local Justice for Palestinians group
Leamington Boat Centre	Spa Theatre Company	Folk On The Water
Embaire Strikes Back	Solihull MBC, Education services	Manor Court Leamington
Engineers Without Borders	Girl Guiding, N Leamington district	RYA
Heart of England Foundation	Warwick Uni Lib Dem Society	Zoe's Place Trust
Advocacy Alliance	County Records Office	Old Town In Bloom
ACP	'Scum Like Us' entertainment	MADE
South Warwickshire Carers	Your Town Your Choice	Exclusive Property

		Management
Women's Art Group	Warwick Uni Good Food Society	Making Space
South Warwickshire Volunteering Forum	Women's Business Development Agency	Warwickshire Race Equality Partnership
Community Drugs Team	Bath Plug Gigs	Sustain
Peace Festival Committee	Sydni Centre	British Othello Federation
Citizens Advice Bureau	Brain Box Research	Older People In Action
Bromford Housing Group	Heartbreak Productions 2	Consumer Council for Water
Locality	Brunswick Healthy Living Centre	Warwickshire County Council
South Warwickshire User Forum	Early Years & Childcare team	Heartbreak Productions

Tenants:

Springfield MIND	Action for Children
Mediation and Community Support	Anandky Yoga
Esh Works	Green Geek

While most of these are recognised charities and community groups, 27% are private/commercial organisations. We plan to introduce more commercial groups to the centre to whom we would charge higher fee rates. These would then effectively help to subsidise the community groups' much lower fee rates. Types of groups we plan to attract to the centre:

- Commercial/Corporate/Statutory training and conferences
- Weddings, funerals, christenings, birthdays, hen Parties
- Faith groups
- Youth groups, including after school groups
- More Adult education

The re-developed centre would provide the following rooms for hire:

- 5 meeting rooms on the ground floor
- 2 halls on the ground floor
- The Family Centre/Nursery on the ground floor

- The kitchen and café area
- 2 meeting rooms on the first floor, plus 2 offices for let and 5 hot-desk workstations for daily hire
- BPCV would operate from offices on the first floor to the rear of the cottage section

In addition, we will use a dedicated BPCV office area to run our operations and for storage. We will use local volunteers to be ‘meeters and greeters’, to welcome groups into the building and ensure that users are familiar with the building and the rules and regulations to be observed during the hire period.

To help with access and security for caretaking staff, we will have a secure master key system installed across the centre buildings. We will advertise and market the centre through signage, website, word of mouth, open days etc. and seek to ensure a high occupancy rate for the centre.

Efficient booking and invoicing systems are key. We have a computerised booking system that links to an accounting system. This system also produces invoices for bookings. With this system, the particular requirements of each group are fitted to a room or space in the centre.

We would collect monies by sending invoices to each regular group for payment in advance by cheque or bank transfer. For smaller groups, we will consider payment by cash. Booking forms, hire charges and terms and conditions of hire will be displayed in the centre.

A high level of security is planned by installing CCTV cameras outside the building.

The kitchen and café area would be used to provide catering for weddings, parties and other large functions at the centre. An alcohol license will be acquired for each adult event and bar supplies brought-in each time. We plan to operate a Veggie-Table community café as before, being one of the USPs of the centre. We also plan to license the centre to provide a wedding/party venue. A full catering and bar service will be offered for weddings and functions. Catering staff will be recruited to run the kitchen, the bar and café, and be employed 7 days a week depending on demand. Volunteers will also be used to provide extra catering staff. The café would be open 5 days a week initially and as demand grows, would be open 6 or 7 days a week.

In the income forecasts, we have included a conservative average utilisation across all rooms of 20% in the first full year of trading. This is increased by 10% per annum for four years when a steady state will be reached.

(5.4) Community Consultation & Engagement

Market research already recently undertaken over the last year as part of the feasibility study has confirmed that there is a need for a community anchor within Leamington Spa and that BPCV is well placed to offer those services. 200 users and organisations responded to the survey ‘Past, Present & Future’. 90% of respondents consider a rebuild on The All Saints Site to be a good location for community services. **(See *survey summary and results Appendix 7*)**

A market analysis undertaken for the commercial elements such as workspace and conference/venue hire, which indicated that, a number of organisations such as, Warwickshire Probation Trust, National Grid, Positive about Young People, Warwickshire Police Service, Adult & Community Learning (WCC), Parenting Development Team (WCC), Orbit Housing Association and NHS Stop Smoking Service have a strong desire to be located within the building or to use the building for delivering community based training. BPCV is currently collating letters of support/intent from these businesses, which will be converted into contracts once acquisition of the site is confirmed. **(See Appendix 5 for letters of support)**

In 2013 we designed a Partnership & Social Return on Investment Survey with the goal of consulting with traditional partners, community groups and volunteers. We received some excellent feedback and the following is a brief summary of the information collected.

Broadly speaking, we found that there was overwhelming support for a rebuild of the Centre across the spectrum. Statutory bodies and Third-Sector organisations all responded positively and view BPCV as an essential Community Hub in which to reach their users and customers. Past volunteers, members and staff also pointed out the positive and undeniable impact BPCV has had on their lives and expressed a wish to see it do so well into the future. The main benefits that were flagged up by statutory organisations were as follows:

- Increased opportunity for training events, conferences and support groups in a central and affordable space, considerable assistance to Social Services and to schools, delivery of adult learning programmes (e.g. English, Maths, ESOL, ICT, confidence building, employability etc.) and a safe and suitable base for a wide range of voluntary groups and people with multiple difficulties.
- It was clear that outcome thresholds for organisations would be vastly improved by a rebuild including the Parenting Development Team and Adult & Community Learning but also significantly, the outreach teams of the NHS. The model of Bath Place makes it easier for agencies to access the “hard to reach” members of the community and provides a comfortable, safe and non-threatening platform for engagement.
- It was also pointed out that since the issue around our premises arose there has been a serious reduction in the ability to deliver services in south Leamington (one of the highest priority areas in Warwick District) and that a rebuild would create an excellent opportunity to rectify that. It would also greatly support the need to expand these services given the increased needs due, in some part, to recent austerity measures.
- It was also noted that the continuing lack of such an environment will put extra stress on social services and also our partners in NHS and the police due to the lack of a facility that brings people “on the margins” back into the wider community.
- It was widely recognised that the opportunity for substantial departmental savings to Local Authorities was significant, in some cases, up to £30-40K/per annum. **(See SROI Survey Results Appendix 6)**

(5.5) Local competition

There are various businesses and organisations in the local area providing rooms for hire and office space for let, however most of them are either charging unaffordable rates or are poorly located. The majority of these businesses are hotel or conference centres such as Woodside or Holiday Inn or religious centres and churches. BPCV has always and is currently (to the best of its abilities) provided a vital service to the community as it ensures space for community events are available for reasonable rates while at the same time providing opportunities for community members and organisations to meet and network with one another. *BPCV has always striven to work well and communicate with other service providers to avoid duplication of services.* **(See Appendix for local competition)**

(5.6) Room & Office Charge Rates

We propose to set room hire rates at the following levels for year 1:

	Size m2	Voluntary	Statutory	Commercial
Hourly				
Café + Kitchen	100 + 30	£10	£20	£30
Meeting room 1	7.5	£5	£10	£15
Meeting room 2	7.5	£5	£10	£15
Meeting room 3	10	£7.50	£15	£22.50
Meeting room 4	24	£10	£20	£30
Seminar room	15	£10	£20	£30
Community room	20	£10	£20	£30
Multi-purpose hall 1	200	£20	£40	£60
Multi-purpose hall 2	50	£15	£30	£45
IT suite	25	£20	£40	£60
Daily				
5 Hot-desks – each	8	£20	£20	£20
Café/kitchen/hall/meeting rooms, ground floor – evening event		£100	£200	£300
Monthly				

Family Centre	52	£4,000	£4,000	£4,000
Large office	40	£1,000	£1,000	£1,000
Small office	10	£500	£500	£500

(More details are found in the Income Model in Appendix 4)

We intend to collect monies from regular user groups via monthly payments.

(5.7) Cafe & Catering Services Prices

Charges for the provision of catering for functions at the centre are proposed as follows:

- Finger buffets - £6.50
- Knife & Fork buffets - £12.00
- Children’s parties - £6.00 plus an additional charge for Balloons, Party Bags, Birthday Cake, Suitable Disposables average £5.00

Use of the brought-in bar for functions has been estimated at £10 per person. The cafe has been estimated to take an average of £490 per day, providing food and coffees/drinks at different prices for waged and un-waged customers. The vending machine has been estimated to take £200 per week.

(6.0) The Development Proposal

(6.1) Introduction

The All Saints site consists of 3 original remaining buildings: the recently refurbished BPCV nursery (2009), a cottage which was home to The Afro Caribbean Project (ACP) and a multi purpose classroom and a bell tower with 2 small offices, that survived the fire. In the middle of these 3 remaining buildings is a severely derelict open space of approximately 600 metres square formerly the BPCV reception, community café, main office, main hall, community room, family room and IT suite and toilets to the back of the building.

We propose to rebuild on this middle open space restoring the original facilities and creating additional ones to create a sustainable, eco friendly, and innovative building, paying respect to the original features of All Saints School, and amalgamating a 150 year old building with the modern age maintaining it's character and giving back its original purpose. **(See Appendix 1 A3 document)**

(6.2) Community Asset Transfer

Bath Place has a long history of using asset-based development to achieve long term social, economic, and environmental improvements to the local area. In recent times, community ownership and management of land and buildings has been given fresh momentum as a result of the Government policies, including the Big Society agenda and Localism Act 2011.

Ideally, BPCV would ask WCC to consider one of the following options:

- Full Transfer to Community Ownership under the principles of the WCC Community Asset Transfer Protocol of 2011 for a nominal sum.
- A long lease on the property (25-99 years) to provide security for investment and activities.
- A purchase of the site for £100K subject to pending insurance claim of uninsured losses from the fire **(See Insurance letter from Lyons Davidson in Appendix 8)***

* If a Community Asset Transfer at less than best consideration were not possible, a long-term mortgage would also be a consideration but given the substantial burden of rebuilding costs BPCV considers that a CAT would be wholly appropriate.

In return for a Community Asset Transfer BPCV is offering:

- A newly built Community-Owned Sustainable Community Anchor worth £1.5M+
- A range of community support services mapped to the WCC and WDC local area strategies **(See Mapping Document Appendix 3)**
- A Return on Social Value of £4.85M per annum **(See SROI Appendix 6)**
- See also our *Community Offer* in finance of the rebuild section ()

"The government is supporting people who care about their communities and want to get involved in improving them. It believes that people understand the needs of their area best, which is why it is transferring power so people can make more decisions locally and solve their own problems to create strong, attractive and thriving neighbourhoods."

- Cabinet Office for Civil Society

(6.3) Asset Transfer Protocol

The following focuses on 'WCC Protocols for the lease or transfer of public assets to Community Interests' – February 2011 **(In particular Section 2.2 of the Background & Supplementary Information see Appendix 9)**

How does the transfer fulfill the Councils fiduciary duty in a way, which is accountable to local people?

BPCV can provide *strong evidence of community need* through consultation and statistics, which evidence the need of a community Anchor in a central location. According to BPCV research and a wide public opinion there is no other suitable option for meeting this need and the *Mapping Document* (Appendix) will demonstrate how services will fit into local area priorities. The architectural brief and drawings will demonstrate *the project vision* and the Financial forecast will illustrate the expected sustainability of the project. It is the view of BPCV that this document (and appendices) has fulfilled almost every requirement listed in section 3.3 of the Protocol. The exception is that any potential "fall-back" arrangements have not, at this time, been considered as this would be expected to take place during detailed CAT negotiations.

What are the circumstances and justification of the transfer?

The circumstances of the transfer will be based on the present situation i.e. lack of premises and past events i.e. BPCV history, the fire. The *justification* of the transfer will be based on the need, the partnerships and the services we run in the future and how they fit into WCC strategies and priorities. Perhaps most interestingly, in the background section of the Protocols, the original lease between BPCV and the Council is cited as a successful demonstration of how a CAT can be achieved.

What are the capital and revenue implications?

BPCV has provided a detailed *long-term Social Value* statement, which will demonstrate the long-term impact of the venture. BPCV has provided a *Community Offer* estimating rebuild and business value taking into account our *fundraising strategy*. BPCV have set up an official *Community Alliance* and intend to create a *Community Interest Group* in order to rebuild the venture.

How will the transfer further the Councils corporate objectives?

BPCV has demonstrated how it fits into the *Government's Big Society Agenda* and supports the Councils localism policies through the rationalisation of its assets - BPCV can set a positive precedent for WCC disposal of its surplus assets and provide a greater

understanding of community asset needs. BPCV has minimised risk through a *risk management strategy consisting of a PEST analysis*, (as a strategic diagnostic tool) and a detailed risk assessment. The regeneration of the site will lead to a marked increase in footfall to the area, which again, falls broadly in line with the goals of WCC and Warwick District Council.

For further info: <http://locality.org.uk/wp-content/uploads/Companion-Guide-for-Local-Authorities-Empowering-Communities.pdf>

(6.4) Financing the Rebuild



We estimate the project will cost in the region of £1.5M. The BPCV *Fundraising Strategy* is designed to be a route map showing the steps required to raise this figure from a range of sources. **(See Fundraising Strategy in Appendix 10)**

What has been raised to date or is anticipated upon acquisition of site:

Overview of current funds	
Secured	
Social Investment Board	£10,000
Leamington Conservation Trust	£5,000
Donation from partners	£1,500
Anticipated (Agreed in principle)	
Unity Bank – loan funding	£400,000 – 500,000
Leamington Conservation Trust	£30,000
Social Investment Board (Big Society Capital)	£33,231
Mary Portas	£5,000
Insurance Contribution (subject to legal claim see appendix)	£192,000
TOTAL secured and anticipated funding to date	£676,731 - £776,731

- The *Social Investment Business Grant scheme* is proposed to fund the full feasibility and the initial works to secure the asset, including professional fees. This will enable further essential capital funding to be attracted over a specific and phased period. Please note that it is only when the site is officially secured that these funding opportunities will become accessible and the key funders (SIB, Heritage Lottery, BIFFA etc) who have expressed great support for our ambitions, are awaiting the results of the WCC CAT decision-making process.
- The *Financial Forecasts* give an indication of the potential income from renting the various refurbished spaces and re-establishing the café within All Saints School. This will enable BPCV to develop independence from grant and statutory funding, underpinning the costs of social and community services from commercial income sources. **(See Financial Forecasts in Appendix 4)**
- *Unity Trust Bank* have analysed our financial forecasts and have supplied a ‘Heads of Terms’ to BPCV for a Loan to business value of between £400,000- £500,000. **(See Letters of support in Appendix 5)**
- We are also applying to Trusts through the NVCO such as Tudor Trust for bridging funds to finance the gap during the rebuild and for specific projects and have approached Warwick District Council with regards to their Urban Regeneration Grant Scheme.
- Also being explored is setting up of a Community Interest Society with the issuance of shares under a co-operative model to fundraise for specific items such as solar panels or efficiency boilers. The Cooperative Society and the Cooperative Bank are able to underwrite the issuing of shares in a Social Enterprise.
- A Call to Action for Corporate and Public donations capitalising on BPCV’s long history of Charitable Activities and meeting Corporate Social Responsibility targets. **(See Appendix 11 for Marketing Strategy)**

(6.5) Community Offer

Purpose	Potential Cost	Funding Source	
Pre-feasibility	Up to £20,000	Social Investment Business Fund	£10,000
		Conservation Trust	£5,000
		Partner donations	£1,500
Full Feasibility	Up to £40,000	Social Investment Business Fund	£33,231
Acquisition costs	Asset Transfer	Down Payment of £100,000 insurance contributions	£100,000
The Rebuild including Project Management	£1,500,000	Social Investment Business Fund	£500,000
		Heritage Lottery	£400,000
		Match funding from grants from trusts and foundations	£200,000
		Unity Trust Loan (will make up the difference)	£400,000 - £500,000
		Community Giving	£25,000
Total			£1,674,731
Social Return on investment		SROI Calculation	£4,852,859 (Per annum)
Total Community Offer			£6,527,590

(6.6) Feasibility Programme Plan

Some key decisions are required in order to focus efforts on making the most of the available feasibility funds and resources and to progress within given Timeframes i.e. Moratorium on Sale/Limitations of Charity Finances. Further detailed works will then be required. *The Feasibility Programme Plan report* sets out a suggested action plan, budget and timescale for the feasibility study. **(See Appendix 12)**

(6.7) Preliminary Costing

The *Preliminary Development Costings* were estimated by Greenwood Projects who have particular expertise in Conservation and Restoration projects, working extensively with community based clients and Building Preservation Trusts. **(See Appendix 13 for Preliminary Estimate)**

The final cost is estimated at just under £1.5M excluding VAT, inclusive of all professional fees from RIBA Stage F to Completion (Contingency costs are built into this figure). We are confident that, should we successfully acquire the site, these costs could be lowered significantly due to the public profile the rebuild will have in the local area and also by a careful and conscientious tendering process.

Based on previous experience we can also reasonably estimate that these costs could be reduced by up to 10-20% given our good relationships with local contractors and suppliers, especially on "big ticket", high profile items. We will have a "donors wall" to recognise contributors as well as continuing with our "name a room" policy as we have in the past (e.g. Severn Trent Room, National Grid Room, Conservative Party Oak Room etc.) which has proved very successful.

Given our status as a registered charity there will also be significant reductions in VAT and we are investigating the potential for a full rebate based on the nature and purpose of the building itself as a community/charity-based centre.

(6.8) Structural Survey Report

(See Appendix 14 for Structural Survey Report)

(7.0) Financial information

(7.1) Introduction

BPCV has had a difficult few years financially mainly due to building set backs and grant cuts.

- The fire in 2009 had a devastating impact
- Further loss of a large statutory grant from WCC in 2010
- Further cuts to funding for services in 2011 such as ESOL, IT, Education for looked after children
- Inability to fundraise due to insecurity of tenure
- Loss of The Old Library (main income generator)

With the opportunity of a purpose built Centre that will support much increased trading at hand, focussed attention has been given to getting BPCV financially stable. A new building is key to this trading future. At the moment BPCV is facing increased difficulties due to the lack of a suitable building. This has resulted in an inability to commit to office lets and room hirers, which has greatly contributed towards loss of income. BPCV is currently receiving around 3 enquiries a day asking for space, services, advice and guidance. Potential clients have to be turned away which is incredibly frustrating for staff members. Security of tenure would resolve these problems – *since there is a clear demand for space and services.*

(7.2) Income & Expenditure Forecasts

The Trading Model indicates the turnaround position and intended future income generation. This has been modelled using incremental growth in phases of usable space as well as more consistent application of advertised room hire rates. Operating costs have been checked against similar organisations, particularly reviewing staffing assumptions for a professional delivery of the conferencing/hire business and the café. Cost assumptions are conservative as BPCV has a track record of using volunteers and partnership arrangements to ensure delivery is achieved with minimum cost. A volunteer rota has been included in the business model, as has a revised staffing structure.

Potential income levels have been identified on the basis of market research into competitors offering office space and room hire locally. The cash flow in the business model runs from 2010 to 2015 operating at a surplus in each of the five years modelled. You would have to assume with the revised model that we would be operating from 2014-2019 even 2015 to 2020 depending on phase 1 and 2 of the rebuild. The new facilities are projected to generate the following income and expenditure over the first six years:

£000	FORECASTS					
	1	2	3	4	5	6
	14/15	15/16	16/17	17/18	18/19	19/20
INCOME						
Room Hire & Office Rentals	34	225	247	272	299	329
Cafe & Catering Income	30	197	217	239	263	289
Other Income	9	18	19	21	23	26
TOTAL INCOME	72	440	484	532	585	644
EXPENDITURE						
Employee Costs	32	158	174	192	211	232
Room Hire & Office Rentals Costs	12	79	87	95	105	115
Cafe & Catering Costs	11	75	83	91	100	110
Other Costs	2	4	5	5	6	6
Central expenditure	9	40	44	48	53	58
TOTAL EXPENDITURE	66	356	392	431	474	521
SURPLUS/(DEFICIT)						
Room Hire & Office Rentals	22	146	161	177	195	214
Cafe & Catering	5	57	62	68	75	83
Other Income/Costs	7	13	14	16	17	19
Central Costs	-28	-133	-146	-160	-176	-193
SURPLUS/(DEFICIT)	6	83	92	101	111	122
	8%	19%	19%	19%	19%	19%
LOAN REPAYMENTS	0	25	25	25	25	25
NET	£6	£58	£66	£76	£86	£97
Staff Cost as percentage of Income	44%	36%	36%	36%	36%	36%
Reserves	6	64	130	206	292	390
Cash/Bank	6	64	130	206	292	390

(More detailed financial projections for 26 years together with detailed assumptions are attached as Appendix 4)

(7.3) Key Assumptions

The main assumptions taken in preparing the financial forecasts are as follows:

Bath Place site acquired from WCC under CAT March 2014 at £100,000 (conditional on receipt of payment from insurers)
Loss of Profits insurance proceeds of £192k received Jan 2014 - Part of Insurance Proceeds used to fund site acquisition (subject to ongoing legal claim see Appendix)
Remainder of insurance proceeds used to fund operations until site development

complete
Site development cost estimated at £1.5M
Funding for development secured from SIB £500k, Lottery £400k, loans £400k - although Community Share funding may also be used
Centre development started April 2014
Centre development - lead time 3 months; build 9 months
Centre development finished March 2015 - full centre opened April 2015
Temp Cafe opens April 2014; Family Centre opens July 2014; full operating activities start April 2015

(7.4) Borrowing Requirement and Repayment Proposals

We are planning to obtain grant funding from the Social Investment Business (SIB) and Heritage Lottery of around £1M towards the cost of the centre development. We also plan to raise the balance of the cost of the development by issuing community shares and other community fundraising. If we are unable to secure the balance from the community, we will obtain a social finance loan from Unity Trust Bank.

Assuming the development costs £1.5M and a loan of £400-500K has to be taken out, we plan to repay this loan over a 25 year period from surpluses generated from centre operations. Any remaining surpluses will be re-invested in the building, free community events, user groups, education, and regeneration activities, whilst retaining sufficient reserves appropriate to the size of the organisation. A summary of the cash flow forecast for the centre and the Annuity Loan repayments is as follows:

Year	1	2	3	4	5-26	TOTALS
Loan Draw Down	400,000					400,000
Annuity Loan Cost 3.83%	228,669					228,669
Loan Repayments	0	-25,147	-25,147	-25,147	-553,228	-628,669
Balance	628,669	603,522	578,375	553,228	0	
Repayments funded by:						
Centre Forecast Surplus	0	25,147	25,147	25,147	553,228	628,669
Other	0	0	0	0	0	0
Total repayments	0	25,147	25,147	25,147	553,228	628,669

(7.5) Current Financial Position

The Annual Accounts for BPCV for the last three years are attached as **(Appendix 15)**. We do not currently have any loans.



(8.0) History & Experience

(8.1) Timeline Background of BPCV

1973/4 All Saints closed as a school and children transferred to other schools (Clapham Terrace and Shrubland Street, and the Myton Road schools for the older children)

From **1974** the building emerged as a community enterprise offering informal service-provision centred on play. This soon developed into formal contracts with WCC to deliver alternative educational provision in an out-of-school environment. Expertise came from specialist staff who developed a pupil-led approach. Bath Place Community Venture hosted a range of support services for minority groups and individuals, including language support and legal and housing advice, some of which developed through the involvement of Warwick University staff and students resident in Leamington

By **March 2009**, after 35 years of successful operation, with an annual income of £330,000 the Venture operated five Programme Areas: Nutrition; Early Years Development; Youth Work; Meeting Space; and Learning Opportunities. Producing 60 low cost, nutritional meals a day, the Veggie Table Café was not only meeting a community need for affordable healthy meals, it was also providing a sustainable source of income for the Venture; still largely reliant on voluntary donations or government funding. During that year, 66 youth volunteers (age 16-24), plus 30 adults supported projects ranging from a nursery providing low cost places for 2 – 5 year olds, to a Christmas lunch for local homeless people.

On **24th September 2009** a devastating fire destroyed Bath Place's building rendering it homeless. It is remarkable testimony to the depth and breadth of the support for the project that the community immediately rallied to support the Venture, with a local school

offering space to run the nursery, while the District Council offered free use of a newly converted Creative archway space to house Bath Place staff and allow time to regroup and plan.

On **November 2009** Warwickshire College handed over the keys to the Old Library to Bath Place. This was the start of an intensive period of refurbishment and renewal for a landmark building in the town that had lain dormant for 5 years. Over the next 9 weeks a massive community effort comprising 5393 volunteer hours succeeded in transforming the Old Library into a welcoming and functional community asset. Among those who gave their time and skill to this project were many Warwick University students, young offenders and the Board of Directors of Severn Trent Water and the *local MP Chris White, the recent successful promoter of a Private Members Bill on Social Value*. The great strength of this network of partner organisations and committed individuals was shown by this effort.

On **February 8, 2011** Chris White MP for Warwick and Leamington gave a speech in the House of Commons regarding The Big Society:

'Communities need assets and locations if they are to do their good work, and we need to ensure that they are maintained.

In my constituency, assets such as the Bath Place Community Venture could become the catalyst for a range of social action projects. We need to recognise their importance and use local community spaces as effectively as possible, empowering local people, not hindering them with unnecessary red tape or through lack of assistance.'

In 2011, nearly a year on from the opening of 'Bath Place at the Old Library' on January 4th 2010, and back up to full operation, BPCV had hosted 7 wedding parties, 5 birthday parties, 1 baptism and 1 'celebration of life' along with 10 music events, 18 major conferences and the UK Othello championships. Between March 2009-10 404 young people (16-24) volunteered their time and talents to develop facilities and opportunities at Bath Place.

The Venture is on the brink of seeing its plans to move from an organisation reliant on grant funding to a self sustainable social enterprise come to fruition.

September 14 2012, after a huge campaign to save the Old Library from development into luxury flats with over 2000 signatures on a petition and over 300 objections to the planning application (including those from English Heritage and The Victorian Society) the keys are handed back to Warwickshire College and the building is sold to developers.

Local MP Chris White, in an article declaring an objection to the plans for the Old Library in the Leamington Courier describes Bath Place as in 'the DNA of Leamington Spa'.

On **December 21, 2012** BPCV learns that its previous home has been declared surplus by its owners Warwickshire County Council and is informed the site will be put up for sale at a market rate at some time in the near future.

In **February 2013** BPCV officially nominates the All Saints site as an Asset of Community Value under the recent legislation of the Localism Act 2011. Working in close consultation with Community Matters, Locality and the Asset Transfer Unit BPCV has received invaluable support in applying for feasibility funding from the Social Investment Business towards the design and costing of a new purpose built facility which would open the possibility of Capital Grants to fund a rebuild.

Bath Place was also the lead community organisation in the successful bid for the Mary Portas Pilots, which has delivered £100,000 towards the regeneration of Old Town Leamington. A rebuilt, fully functioning Community Centre at the heart of Old Town would go a long way towards helping to deliver those objectives.

(8.2) Cafe History

The Veggie Table Cafe was created by BPCV in 1996 from what started out as a volunteer's lunch on a Friday, which became increasingly popular. A National Lottery grant was secured in 1997, which paid for all overheads, 2 café workers, a café development worker, 5 sessional staff and staff training. The cafe opened its doors, as a non-profit making project, to the community after a yearlong programme of refurbishment, recruitment and planning. The cafe was in receipt of further funding from the New Opportunities Fund until the middle of financial year 04/05.

Records evidence:

- Average of 65-80% of service users were un-waged.
- Average of 60 meals were served daily.
- Average number of meals served each week in the summer is 180-240 and in winter 250-350.

In addition to the cafe The Veggie Table fronted a number of food-themed projects under the BPCV umbrella.

Cookery Workshops

- Workshops originated through service user demand
- On average 1 workshop was held every fortnight and attended by approximately 8 people.
- Ideas for workshops were user-led (e.g. Preserving, Pickling and Chutneys)
- Workshops were been tailor-made to suit various user groups. (Young Housing Project, Asian Carers Group)

Growing Workshops/Allotment Project

Started in partnership with Ryton Organic Gardens with 1 year's funding from The Heart of England Community Fund. Workshops were designed to encourage people without gardens to grow a few herbs, salads and vegetables in small containers and window boxes. The project ran over the summer of 2002 with up to 20 service users attending each workshop

An allotment was donated to BPCV in 2002, which enabled weekly session to be run throughout 2003 alongside the workshops, which were popular with users and volunteers. Users and volunteers as well as The Veggie Table benefited from shares of allotment produce.

Cook Book

Started in 1999 as a compilation of recipes from the cafe and services users and was completed and published in 2001 and sold to cover the cost of production. Workshops were designed to encourage people without gardens to grow a few herbs, salads and vegetables in small containers and window boxes. The project ran over the summer of 2002 with up to 20 service users. A Cookbook was created which can be sold in the café for £5.

Post Fire

Following the fire the cafe was officially re-launched at The Old Library in June 2010 after a six month period of closure, and continued to open its doors as a community cafe serving vegetarian, healthy, low-cost meals using locally-sourced, seasonal vegetables with recipes inspired by the different cultures within our community. The cafe was open 5 days a week providing breakfast and lunches, buffets for room hirers and outside catering in the community. The Veggie Table brand is well known in the wider community and is backed-up by a rich history of diverse and exciting community projects. An opportunity exists to reinstate a range of grant-funded community projects to serve the community alongside a sustainable income stream from the cafe and catering activities.

At The Old Library the cafe operated from a refitted 1147sq ft area, with a well-equipped kitchen; with an additional 300sq ft adjacent for future expansion increasing the seating capacity from 45 to 65. In the café business plan we will identify new markets, reinstate all potential revenue streams and community benefit and lay out a clear marketing plan. This plan demonstrates an increase in the revenue of the cafe in a sustainable fashion whilst continuing to add benefit to the community.

(8.3) The History Archive Project

History@BathPlace was funded by The Heritage Lottery Fund and ran at Bath Place Community Venture from 2005-2009. The project aimed to interest the local community in their history, with volunteers recording and celebrating the histories of the original school in the Bath Place building, Bath Place Community Venture itself which opened on the closure of the school, local people and the surrounding area of South Leamington, through photographs, oral history recordings and written historical research.

The resulting community archive database, available to the local community for research purposes, includes photos, sound files and video clips ranging from old school photos and histories of local people and places, to memorabilia from over 30 years of community activism and campaigning. The Leamington History Group, which grew out of the History Group meeting in the Venture, now numbers more than 100 members and is a continuing legacy of the history@bathplace project.

(8.4) Project History

(See Appendix 16 for Project History table)

(9.0) Company Details

(9.1) Social Enterprise

BPCV is a Social Enterprise i.e. a business that has social or environmental purposes. Our social purpose is at the heart of everything we do, and all income is devoted to that end.

(9.2) The Charity

Bath Place Community Venture Ltd is a Charity registered with the Charity Commission – **Registered Number 513719**. The registration dates from 07/04/1983.

(9.3) The Company Limited by Guarantee

Bath Place Community Venture Limited is registered with Companies House **No 01480838** as Private, limited by guarantee, with no share capital. The date of incorporation is 21/02/1980. As of December 2011 it is compliant with the terms of registration in terms of filing the Return and the Accounts.

(10.0) Management and Governance

(10.1) Introduction

The legal structure is an appropriate one for the current operations and this has been checked to ensure it is up to date with charity law and that BPCV has appropriate powers. It may be necessary to set up a trading arm at some point in the future as its operations expand. At its peak in 2010 trading has been over £100,000 with an operating surplus of £61,231, but much of this is primary purpose or ancillary trading. BPCV has a remarkable talent in mobilising volunteers to support skills development whilst contribution to the local community. It has drawn in over *13,000 volunteering hours a year, which equates to around £75,000 of value at minimum wage.*

Locally controlled with local people or representatives of local groups making the spending, staffing and other decisions around priorities

The overall governance of Bath Place is the responsibility of a management board made up from a number of local residents and service users. The board works very closely with the service user groups who ultimately inform and direct the work of the board in line with BPCV's role as a community anchor.

(10.2) Management

The organisation is currently in turn around mode and the board is fulfilling its duties, improving operational management recruiting a Charity and Business Development Coordinator- Melissa Rood - a local business woman/educator who has a track record of working in project management of large and small scale projects in partnership with WCC and heritage education and working to build a strong foundation with more organized systems.

The Operational Manager Clayton Denwood has extensive experience in setting up teams and running construction and renovation projects and has 20 years experience in the building trade working on large scale projects such as the Museum of Natural History and Imperial College of London and was a key component in the refurbishment of The Royal Theatre in Bath as well as the rebuild of the Veggie table café in The Old Library.

The finance manager Dorian Franklin is a qualified accountant who has previous experience as both a commercial and managing director of large companies has been with BPCV for the past 8 years. Additional support in bookkeeping and sage specialist will rapidly accelerate improvements in financial control and reporting.

The management is responsible for its own volunteers.

Together with the Charity Coordinator the board has formulated a practical plan for achieving further improvement and will continue to be involved in operational and Board scrutiny for the foreseeable future.

(10.3) Governance

The Board of Trustees (roles are distributed to ensure the smooth running of BPCV.)

The Board consists of 6 voting Trustees and other persons attend as advisors by invitation

according to the nature of the business under discussion. The Board manages both the Charity and the Company as one entity with minor variations to meet with formal Registration requirements. As required by law the Board hold an Annual General Meeting in February, which is held in public. Other Board meetings take place as needed – usually on a monthly basis.

1. Chair and Governance - David Williams. Retired past roles have included European Officer for WCC, specialising in funding and project development, WCC economic development assistant, committee services officer. Director of Social Services, Birmingham City Council -responsible for 500 staff.

2. Chris White – Member of Parliament for Warwick & Leamington. Sponsor of Social Value Bill and previous BPCV Volunteer

3. Vice Chair/Legal – Dr Janice Dean. Long-standing board member. Labour councilor on Warwick District Council.

4. Secretary and HR - Melissa Rood a lecturer/businesswoman who has a track record of working in Corporate and Charity project management of large and small-scale projects in partnership with WCC and Heritage Education

5. Treasurer - Nick Rabson. Long standing board member, volunteer and service user. Law graduate Oxford University

6. Old Town Lead for Mary Portas - Jeremy Ireland

7. Marketing Strategy - Emma Winter. Marketing/Social Media expert. 14 years experience with various advertising/digital agencies and working directly for clients. Experience in maximising donation revenue streams for small charities and has helped a variety of not for profits over the years including:

<http://www.genesisuk.org/>

<http://www.ben.org.uk/>

www.missiondirect.org/

<http://www.kidsout.org.uk/>

8. Public Relations – Antonia Kelly. Product Design/Founder and Director of BellaBo Creations

9. IT and Web Resources - Johnathon Weare– Director of Greengeek. A local not-for-profit computer warehouse outlet for recycling, sales, repair and services.

10. Mediation and Support – Judith Halliday

11. Community Arts – Fran Godwin

12. Planning – Liz Drake – Town Planner & local business woman/photographer

(10.4) Consultants/Board Advisors:

Business Planning Support – Keith Mitchell.

Keith has over 25 years experience providing financial and business management solutions, delivering business and financial consultancy assignments and developing consultancy business. He is a qualified Chartered Accountant – ACA (ICAEW) and has worked in positions such as ‘Big Society Programme Manager’ (Last 3 years), ‘Community Governance

Review Programme Manager' & 'Strategic Business Adviser': Multiple Community Asset & Service Transfer Feasibility Study.

Fundraising Strategy – Caroline Taylor

Caroline Taylor Consulting Ltd is a dedicated fundraising consultancy working in the heritage, museum and education sector. Junior in terms of length of existence, the consultancy is senior in terms of experience behind the brand, offering a synthesis of strategic expertise with a 'hands-on' approach able to hit the ground running. Caroline's experience has been gained in a variety of heritage settings and she is currently a consultant to Trowbridge Town Council, Trowbridge Town Hall Trust, Delapre Abbey, Northampton and Birmingham Conservation Trust.

Design – Marco De Cruz

Sjolander Da Cruz have an extraordinary portfolio of community and educational buildings and have previously worked with Warwickshire County Council and other community organisations on various projects.

Legal Representation - Kevin Mitchell

BLYTHE LIGGINS

Edmund House, Rugby Road, LEAMINGTON SPA, CV32 6EL

DX. 11872 Leamington Spa

Direct Tel: 01926 884705

BPCV will retain a focus on developing the board in the next 5 years. The board of trustees needs to be as effective as possible. Development goals for the Board include:

- Diversifying to reflect all parts of the community it serves
- Having the best available range of skills, experience, talent to manage BPCV effectively
- Increasing the number of voting trustees
- Recruiting a Treasurer from a more specialized financial/accounting background.
- Conducting a skills audit
- Improving our recruitment and induction process
- Improving our governance processes through policies and training
- Arranging some away days to focus on planning

The majority of the board live within South Town Leamington and all board members live within Warwick District. The Board voted on 6 February to continue operating BPCV through the current financial and management crisis. The board as a whole is supportive of acquiring the All Saints site and see this as key to ensuring BPCV's future sustainability. This was taken on the understanding that in order to move forward BPCV would bring in relevant partners and form a Community Alliance.

(11.0) External Partnerships

BPCV aims to work in partnership with the key statutory and voluntary agencies in the Leamington Spa area. It will do this by:

- Inviting appropriate agency representatives on to the board.
- Engaging with statutory and voluntary community groups and bodies if invited to do so.
- Setting up single-issue meetings or series of meetings where necessary to deliver BPCV objectives.
- Working with agencies to deliver complementary services, and avoid duplication or overlap of services.

NB: We are already working with Locality (formerly Bassac) to support and advise from a national perspective.

(See the Appendix 17 for Partnership Document for past partners)

(11.1) Community Alliance/Internal Partnerships

BPCV has created a Community Alliance, which share BPCV's vision, aims and values and will maintain these and others to ensure the services provided by the centre are delivered properly and efficiently. These include the following key organisations:

ESH Works	WDC	The CCG	Locality/DCLG
Springfield MIND	WCC	Age Concern	Surestart
Warwick University	Warwickshire Police	Community Matters	Mary Portas
North Leamington School	Adult & Community Learning	Canalside Community Farm	Parliament
Community Arts Workshop	Mediation & Support	Orbit Housing association	NHS Stop Smoking

The Alliance has a vested interest and will provide mutual support in:

- An Advisory Capacity
- Training and Development
- Fundraising.
- Working with statutory and voluntary agencies.
- Facilities e.g. café, venue, IT, art space, exhibition and event spaces etc
- Strategic overview of services and shortfalls in provision.
- Targeted approach to resolving common problems.
- Avoidance of duplication, and resource sharing.

- Sharing professional expertise such as lawyers and accountants.
- Shared Tendering for services/Sharing resources
- Weathering the Economic situation
- Access to a wide cross section of user groups
- Networking and training opportunities
- Guaranteed footfall
- Shared media presence

A representative from each organisation has either brought their skills onto the board or has been available in an advisory capacity; we already have board representation from Mary Portas, Green Geek, CAW, Mediation and Support, Springfield MIND and ESHWorks. Some are already voting members. **(See Appendix 5 for letters of support)**

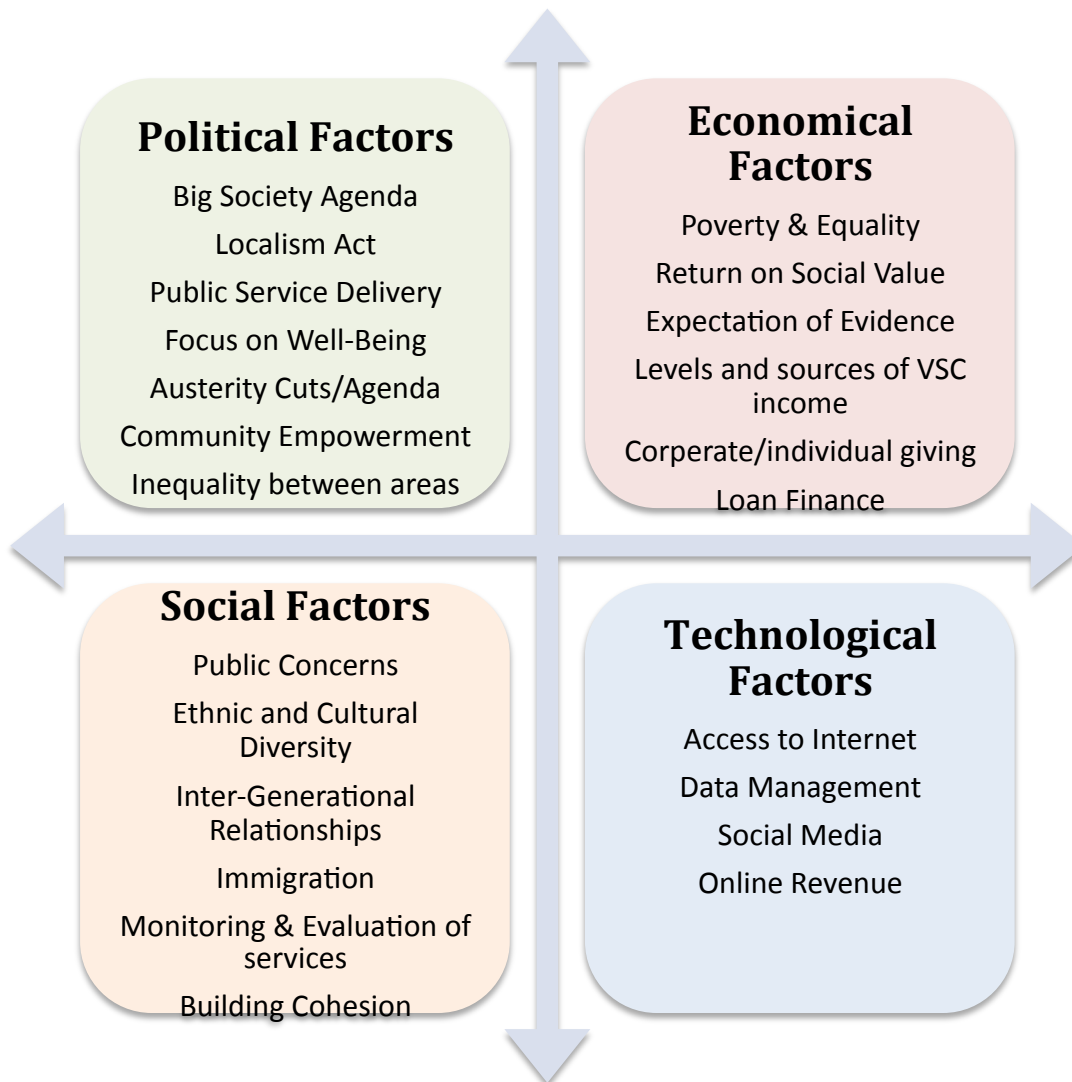
(11.2) Relationships with Local Councils

BPCV has long-standing relationships with both the District and Town Council. In the past it has had representatives from both on the board, its current Vice Chair Cllr Janice Dean is from The Warwick District Council. In 2012 relationships were strained mainly in relation with the campaign to 'save the old library' but bridges have been rebuilt and BPCV is working very closely with local ward councillors Bill Gifford, Jenny St John and Matt Western and in its role as Community lead for The Mary Portas is working closely with The Town Centre Manager David Butler and WDC Chief Executive Chris Elliott to improve Old Town.

(12.0) Risk Assessment

We have undertaken a methodical review of the risks that may face our organisation over the life of the plan, assessed the likelihood of them happening and their impact, and have formed a plan for dealing with those events should they occur. **(Outlined in Appendix 18)**

(13.0) PEST Analysis





Department for
Communities and
Local Government



www.parliament.uk

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Minutes of the meeting of the Cabinet held on 8 May 2014

Present

Cabinet Members:

Councillors	Izzi Seccombe	Leader of the Council and Chair of Cabinet
	Peter Butlin	Transport & Planning
	Les Caborn	Community Safety
	Jeff Clarke	Corporate Business & Environment
	Alan Cockburn	Deputy Leader
	Jose Compton	Adult Social Care
	Colin Hayfield	Customers
	Bob Stevens	Health
	Heather Timms	Children & Schools

Non-Voting Invitees:

Councillor June Tandy	Leader of the Labour Group
Councillor Jerry Roodhouse	Leader of the Liberal Democrat Group

Other Councillors:

Councillors Chattaway, Chilvers, N.Davies, Hicks, Holland, Rolfe, StJohn, Whitehouse, Williams,

Note – The business of this meeting was conducted in a different order to that set out in the agenda. These minutes reflect the order as set out in the agenda.

The Chair opened the meeting by welcoming Clare Marchant the newly appointed Chief Executive of Worcestershire County Council and Nigel Minns, Warwickshire County Council's Head of Learning and Achievement.

1. General

(1) Apologies for absence

None

(2) Members' Disclosures of Pecuniary and Non-Pecuniary Interests

None

(3) Minutes of the meeting held on 10 April 2014 and Matters Arising

The minutes were agreed as an accurate record for signing by the Chair. There were no matters arising.

(4) Public Speaking

No requests had been made to speak.

2. Provision of Additional Primary and SEN School Places

This item was introduced by Councillor Heather Timms (Portfolio Holder for Children and Schools).

Regarding recommendation 4 of the published report concerns were expressed that Cabinet was apparently being asked to make a decision prior to the end of the consultation period. It was suggested that any decision concerning Budbrooke Primary School and Aylesford School and Sixth Form College be deferred pending the outcome of the review. In response Councillor Timms assured Cabinet that if the responses to the consultation were negative and the published proposals were found to be impractical or undesirable then they would not be pursued. If there is support for the proposal then the funds will be transferred. She noted that the consultation exercise had been extended taking account of the Easter holiday period and that the proposal to increase numbers at Aylesford and the consultation exercise itself were driven by the school (an academy). In the light of this Members requested that in future where an academy school is running a consultation in which responses should be sent to the County Council the relationship between the two bodies should be made clear.

Challenges facing pupil forecasting were highlighted it being noted that in 2014 there had been a 14% increase in the number of siblings unable to attend the same school. Support was expressed for the withdrawal of the proposal for the expansion of Milverton School but the need to monitor the impact of this on other schools in North Leamington was emphasised.

Concerning Paddox School in Rugby Cabinet was informed that information pertaining to the published proposals had not been noted in the report. It was suggested that three particular issues of concern would need to be resolved. These related to access and to funding. Regarding access Councillor Timms informed the meeting that further pedestrian access points would be provided. In terms of funding Cabinet was assured by the Portfolio Holder that this will be sufficient.

The need to ensure that local members be engaged in proposals such as those contained in the report was emphasised.

Resolved

That Cabinet:

- 1) Approves the publication of statutory notices to enlarge Long Lawford Primary School by increasing the Published Admission Number (PAN) from 45 to 60 with effect from September 2015 admissions;
- 2) Approves the publication of statutory notices to enlarge Paddox Primary School by increasing the Published Admission Number (PAN) from 60 to 90 with effect from September 2015 admissions;
- 3) Approves the publication of statutory notices to provide additional accommodation at Brooke Special School to cater for 30 additional children with special educational needs;

- 4) Subject to the outcome of consultation on 16 May 2014, and subsequent approval of the final business case by the Secretary of State, approves the transfer of capital funds originally allocated to support the expansion of Budbrooke Primary School to the proposal to provide primary school places at Aylesford School and Sixth Form College; and
- 5) Withdraws the proposals to increase the PAN of Milverton Primary School as the school does not support expansion and it has not been possible to show that there is an expected local demand for places.

3. Childcare Sufficiency Assessment

Councillor Heather Timms introduced this item setting out the rationale behind the assessment. Whilst there was general agreement around the value and quality of the assessment some concern was expressed that the matter had not been subject to review by the Children and Young People Overview and Scrutiny Committee. It was agreed that as the document is produced annually it should be included on the committee's work programme for 2015. The view was also expressed that whilst the document reflected the hard work undertaken by officers in producing it was "neutral" in that contains little about the County Council's beliefs in and commitment to this area of work. It was agreed that this would be addressed in the future.

Resolved

That Cabinet:

- 1) Approve the Childcare Sufficiency Assessment, Gap Analysis and Action Plan for publication; and
- 2) Approve the priorities contained in the Childcare Sufficiency Assessment Action Plan.

4. Child Poverty: HM Government Consultation on the Child Poverty Strategy 2014-2017

Councillor Heather Timms set out the background to this report.

Discussion focused on the use of the Pupil Premium as referenced in section 6 C of the draft response. The meeting agreed that it is important to ensure that Pupil Premium funds should not be absorbed in schools' general budgets but there was a sense that the funds could be used for increased contact time between pupils and teachers on a one to one basis.

Members requested that Phil Evans, Head of Localities and Community Safety be requested to amend the response to the consultation to reflect these views.

Resolved

That subject to the insertion of additional wording from the Head of Localities and Community Safety the draft response attached as Appendix 1 of the report be submitted to Central Government as the County Council's formal response to the Child Poverty Strategy 2014-17.

5. Warwickshire All Age Autism Strategy (2014-2017) and Delivery Plan

Following introductory remarks from Councillor Jose Compton (Portfolio Holder for Adult Social Care) members complimented officers on the quality of their work.

The need to acknowledge the scale of undiagnosed autism in adults was stressed as was the need to consider challenges around the management of transition from child to adult services.

Resolved

That Cabinet:

- 1) Approve the All-age Autism Strategy (2014-2017) and agree to implement the delivery plan attached at Appendix 1 and Appendix 2 of the report; and
- 2) Agree the recommendations from members of the Children & Young People and Adult Social Care & Health Overview and Scrutiny Committees in section 6 of the report.

6. Review of Household Waste Recycling Centre Vehicle Restriction Policy

Councillor Jeff Clarke (Portfolio Holder for Corporate Business and Environment) explained the background to this report. In response to a question regarding disabled motorists (2.3 in para 2.2 of the report) it was agreed by officers that there was no need for them to have vouchers and that a permit system would suffice. Cabinet therefore agreed that paragraph 2.3 of the current "Vehicle Restriction Policy – May 2010" should remain and not be amended.

The meeting was assured by the Portfolio Holder that efforts are being made to publicise the Vehicle Restriction Policy and that operators and partners had been consulted on and notified of the proposed changes.

In response to questions regarding evasion of the policy the meeting was informed of initiatives to support traders and small businesses thus helping reduce the need for evasion.

Resolved

That paragraphs 2.1, 2.4 and 3.2 of the Vehicle Restriction Policy be revised as set out in paragraph 2.2 of the report with the current annual permit scheme for small, car-derived vans being replaced with an entitlement to six vouchers for disposal of household waste in a permitted vehicle up to six times a year.

7. Project Arrow Interim Report – Warwickshire County Council, Warwickshire Fire & Rescue Service and Hereford & Worcester Fire & Rescue Service

Councillor Les Caborn (Portfolio Holder for Community Safety) stressed the primary outcomes for the project as set out in paragraph 1.4 of the report. He also highlighted that given the potential impact of the project on service areas across Warwickshire County Council this was the third partner along with the two Fire and Rescue Services.

It was acknowledged that there are a number of significant differences between the two services concerned. Officers and members were thanked for their work on this project.

Resolved

That Cabinet notes the project approach and the progress that has been made to assess the benefits and options for closer working between Warwickshire Fire & Rescue Service (WFRS), Hereford & Worcester Fire & Rescue Service (HWFRS) and Warwickshire County Council (WCC).

8. Use of Insurance Claim Monies – Former Bath Place Community Centre, Bath Place, Leamington Spa

Councillor Colin Hayfield (Portfolio Holder for Customers) explained the background to the report. Discussion centred on the use of the insurance payment to support the Council's Property Rationalisation Programme (PRP). Concern was raised that payments such as this were being used to subsidise the PRP and it was suggested that members may wish to look at the PRP to be assured of its effectiveness. In response Cabinet was informed that the funds (subject of this report) would be used to pump-prime phase two of the PRP just as other funds had been used to pump-prime phase one.

The meeting discussed the possibility of retaining the funds for use in the Leamington area as they had resulted from the loss of a community resource in the town. However, given that county-wide funds had been put in to the building over many years it was felt that the resource should be used wherever in the County it is required. In addition Cabinet was informed that the money in question will be used to reduce the Council's debt thus freeing up resources that can be used for the delivery of services.

Resolved

That Cabinet agrees that a virement of the net insurance settlement sum of £713,289.79 is made from the General Insurance Fund to the Physical Assets Reserve Service Savings Budget and earmarked for revenue expenditure costs relating to the Property Rationalisation Programme.

9. Any Other Urgent Items

None

10. Reports Containing Confidential or Exempt Information

Resolved

That members of the public be excluded from the meeting for the items mentioned below on the grounds that their presence would involve the disclosure of exempt information as defined in paragraph 3 of Schedule 12A of Part 1 of the Local Government Act 1972.

EXEMPT ITEMS FOR DISCUSSION IN PRIVATE (PURPLE PAPERS)

11. Disposal of the former Bath Place Community Venture Building and No.2 Bath Place, Leamington Spa

Councillor Colin Hayfield explained to the meeting that a considerable amount of time had been spent considering this matter and that it presented a difficult decision to make. He assured Cabinet that the process followed by the County Council had complied with legislative requirements.

The work and efforts of the Bath Place Community Venture (BPCV) were commended but following a lengthy debate that involved a number of elected members (including local councillors) Cabinet agreed to support a scheme proposed by another party.

Resolved

Cabinet agreed the recommendations as set out in the exempt minutes.

12. Development of a New Special Educational Needs (SEN) School at Manor Park Site

Councillor Heather Timms explained the background to Cabinet. Cabinet welcomed the progress being made towards the construction of the new SEN facility on the site of the former Manor Park School. The meeting spent some time discussing the merits of the two proposals before it. Cabinet concluded that the new school should be built on land north of Vernon's Lane.

Resolved

Cabinet agreed the recommendations as set out in the exempt minutes.

The meeting rose at 3.55pm

..... Chair

NOT FOR PUBLICATION BY VIRTUE OF PARAGRAPH 3 OF SCHEDULE 12A OF PART 1 OF THE LOCAL GOVERNMENT ACT 1972

Cabinet – 8 May 2014

Exempt Minutes

EXEMPT ITEMS FOR DISCUSSION IN PRIVATE (PURPLE PAPERS)

11. Disposal of the former Bath Place Community Venture Building and No.2 Bath Place, Leamington Spa

Councillor Colin Hayfield (Portfolio Holder for Customers) explained to the meeting that a considerable amount of time had been spent considering this matter and that it presented a difficult decision to make. The key had been to find the best use for the community and whilst the proposal from the Bath Place Community Venture (BPCV) would have delivered a range of services there were some concerns over the business case submitted. In addition there were questions about the possible effect on other local community facilities. Local members expressed support for the BPCV proposal and expressed a view that the County Council could have been more active in supporting the preparation of the BPCV bid. The view was expressed that it was difficult to identify cashable savings from the HB Solutions proposal whereas those from the BPCV bid were more easily seen.

Members questioned the processes followed. They were informed that the legal advice was that a decision could be made.

Cabinet was informed that whilst the BPCV had successfully delivered a range of building-based services in the past the nature of how services are delivered has in recent years changed. Thus the need for a single base or headquarters has reduced.

Regarding the HB Solutions bid the meeting was informed that funding for the scheme to progress is in place. The scheme is in a good location to provide independent living for disabled people, nomination rights will be applied by the County Council and the accommodation proposed will meet the County Council's requirements.

Resolved

That Cabinet:

- 1) Approves that the land and buildings comprising the former Bath Place Community Venture Building and No.2 Bath Place, Leamington Spa (the Property), shown by bold edging on the attached site plan at **Appendix 1**, is disposed of on the following basis:
- 2) That the site is transferred by the Council to HB Community Solutions Living Ltd (HB) on a freehold basis for £350,000 (subject to any deductions of any abnormal development costs as outlined in 2.13 of this report) for the redevelopment of a specialist housing with care housing scheme, subject to planning, on terms and conditions acceptable to the Strategic Director of Resources.

NOT FOR PUBLICATION BY VIRTUE OF PARAGRAPH 3 OF SCHEDULE 12A OF PART 1 OF THE LOCAL GOVERNMENT ACT 1972

12. Development of a New Special Educational Needs (SEN) School at Manor Park Site

Councillor Heather Timms explained the background to the matter. Cabinet welcomed the progress being made towards the construction of the new SEN facility on the site of the former Manor Park School. There followed some discussion over the future use of the Beaumont Road site and the possibility of obtaining some form of community use for it.

It was suggested that the County Council actively pursue the idea of Community Asset Transfer with Nuneaton and Bedworth Borough Council. In response Cabinet was informed that such an approach would undermine the feasibility of the scheme.

The possibility of some form of community building was explored further but it was emphasised that this could neither be funded nor run by the County Council. Rather a community group would have to be responsible for it. Depending on the agreement with the preferred sponsor for the new school it may be possible to negotiate some form of community access.

Regarding recommendation 6 it was agreed that the words "and mainstream" be inserted between "special" and "schools".

The importance of the proposed satellite units was emphasised

Resolved

1. That Cabinet approves the development of a new school on the site north of Vernons Lane in Nuneaton in accordance with Option 1 (as outlined in the report) provided that the Department for Education's funding deadline can be met, and approves development of the new school on the existing Manor School campus site in accordance with Option 2 (as outlined in the report) in the event that deadline cannot otherwise be met.
2. That Cabinet agrees to increase the budget for building the new school to £6.5 million, to be funded from the capital receipts from the disposal of the existing Manor School campus site, in the event that Option 1 is implemented.
3. That Cabinet agrees to the land adjacent to Barpool Road being made available to Nuneaton and Bedworth Borough Council or another appropriate organisation for use as a community sports facility.
4. That Cabinet declares such part of the three sites as is not required for the development of the new school to be declared surplus.
5. That the Strategic Director, People and the Strategic Director of Resources be authorised to take all actions which they consider expedient to implement these recommendations and that any disposals be on terms approved by the Strategic Director of Resources.
6. That Cabinet recommends to Council that the surplus capital receipt, generated through the sale of the Manor Park site, be earmarked to fund a programme of

NOT FOR PUBLICATION BY VIRTUE OF PARAGRAPH 3 OF SCHEDULE 12A OF PART 1 OF THE LOCAL GOVERNMENT ACT 1972

satellite BESD provision and capacity building in existing special and mainstream schools across the County.

The meeting rose at 3.55pm

..... Chair

NOT FOR PUBLICATION

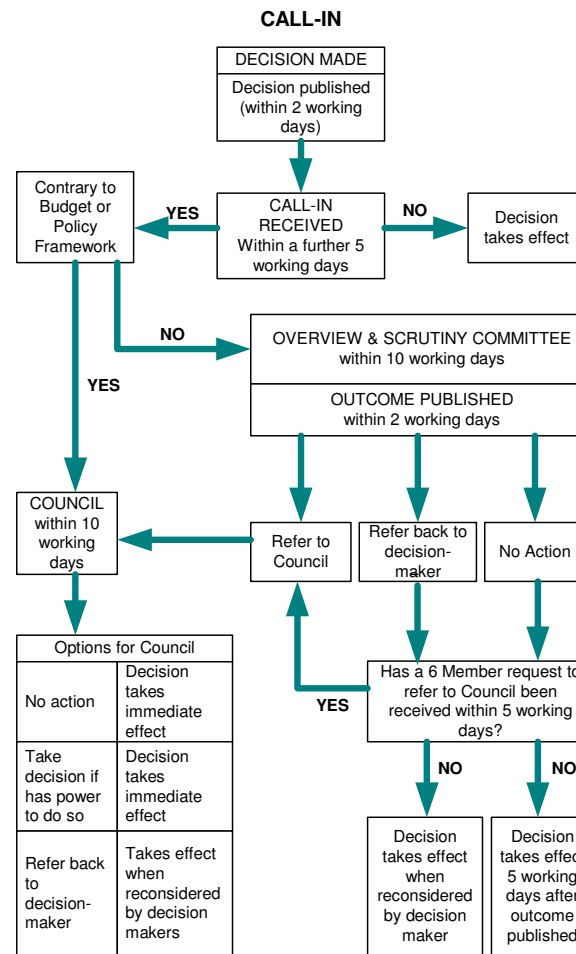
What can the Council do?

- Set out its concerns in writing and ask the decision-taker to reconsider; or
- Make the decision itself with/without amendment if it has the power to do so; or
- Decide to take no action

When does a decision take effect?

- On the date the decision-maker reconsiders the decision following a referral from Council or the relevant Overview and Scrutiny Committee.
- On the date the Council makes the decision with or without amendment.
- On the date the Council decides to take no action
- Where an Overview and Scrutiny Committee decides to take no action on the expiry of 5 working days from the publication of the outcome of that meeting if there is no request for referral to Council.

Once a decision has reached one of these stages the call-in procedure is completed and no further call-in can be made



Warwickshire County Council



CALL-IN

Elected Member Guide

Resources Group

What is call-in?

Call-in is the formal process that allows councillors to query some **executive decisions** i.e.

- The Cabinet
- Committees of the Cabinet
- Area Committees making executive decisions
- Officers making **key** executive decisions

If the decision is called-in no steps can be taken to implement the decision until the call-in process has come to an end.

Call-in does not apply to urgent decisions where the necessary consent has been obtained or operational/day to day management decisions made by officers.

The call-in procedure may only be used once for any particular decision.

Standard forms can be obtained from Democratic Services

The call-in process

Decisions made by the Cabinet, any Cabinet committees, Area Committees and key decisions made by officers are published electronically, normally within 2 working days of being made.

Within **5 working days** of the date the decision is published

- the Chair of the relevant Overview and Scrutiny Committee or
- any four elected members of the Council

may make a written request to the Strategic Director for the Resources Group.

Within **10 working days** of receiving the request the Overview and Scrutiny Committee will have to meet to consider the decision.

A meeting of the full council may be held in place of the Overview and Scrutiny Committee **if** the decision appears to be contrary to the policy framework or budget with the agreement of the Chair of Council and the Chair of the relevant Overview and Scrutiny Committee

Any request must set out clearly the particular decision that is being called-in, the nature of the concerns and the reason(s) for the call-in. This should be in sufficient detail to enable the Overview and Scrutiny Committee or Council to understand the issue it is being asked to review. The standard form should be used.

What can the Overview and Scrutiny Committee do?

- Set out its concerns in writing and ask the decision-taker to reconsider
- Refer the matter to full Council; or
- Decide to take no action

The outcome of the meeting will normally be published electronically within **2 working days** of the meeting.

If the Overview and Scrutiny Committee refer the matter to Council, the Council must meet within **10 working days** of the Overview and Scrutiny Committee meeting.

Alternatively any 6 elected members may ask for the decision to be referred to Council by giving written notice to the Strategic Director for the Resources Group.

The notice must be received within **5 working days** of date of publication of the outcome of the Overview and Scrutiny Committee meeting. The standard form should be used.

The notice must set out clearly the reasons and concerns for seeking to refer the decision to Council.

The Council has to meet to consider the decision within **10 working days** of receipt of the notice.