

NOTICE OF MEETING

Meeting: CABINET

Date and Time: WEDNESDAY, 6 APRIL 2016, AT 10.00 AM*

Place: COUNCIL CHAMBER, APPLETREE COURT,
LYNDHURST

Telephone enquiries to: Lyndhurst (023) 8028 5000
023 8028 5588 - ask for Jan Debnam
Email: jan.debnam@nfdc.gov.uk

PUBLIC PARTICIPATION:

*Members of the public may speak in accordance with the Council's public participation scheme:

- (a) immediately before the meeting starts, on items within the Cabinet's terms of reference which are not on the public agenda; and/or
 - (b) on individual items on the public agenda, when the Chairman calls that item.
- Speeches may not exceed three minutes. Anyone wishing to speak should contact the name and number shown above.

Bob Jackson
Chief Executive

Appletree Court, Lyndhurst, Hampshire. SO43 7PA
www.newforest.gov.uk

This Agenda is also available on audio tape, in Braille, large print and digital format

AGENDA

Apologies

1. MINUTES

To confirm the minutes of the meeting held on 3 February 2016 as a correct record.

2. DECLARATIONS OF INTEREST

To note any declarations of interest made by members in connection with an agenda item. The nature of the interest must also be specified.

Members are asked to discuss any possible interests with Democratic Services prior to the meeting.

3. PUBLIC PARTICIPATION

To note any issues raised during the public participation period.

4. FINANCIAL MONITORING REPORT - FORECAST OUTTURN (BASED ON PERFORMANCE TO FEBRUARY 2016) (Pages 1 - 6)

To be advised of the Council's financial performance to February 2016.

5. LAND ACQUISITIONS AND DISPOSALS (Pages 7 - 14)

To consider the acquisition of land at Stocklands, Calmore Drive, Totton and the disposal of land and buildings at Cranleigh Paddock, Calpe Avenue, Lyndhurst.

6. ST BARBE'S MUSEUM AND ART GALLERY (Pages 15 - 18)

To consider an application for a capital grant of £65,000 as a contribution towards the cost of development works that have attracted funding from the Heritage Lottery Fund.

7. DELEGATION OF POWERS TO OFFICERS

Following the introduction of the new senior management structure, the Cabinet is requested to agree the delegations set out below to Service Managers.

RECOMMENDED:

- (a) That all Service Managers be authorised to make decisions and to take all necessary action which they were previously authorised to take in their roles prior to 1 March 2016; and
- (b) That, with effect from the date of this resolution, all Service Managers be authorised to take decisions and to take all necessary action that all Heads of Service were previously empowered to take, before such Heads of Service were appointed as Executive Heads.

To:

Councillors

Mrs S V Beeton
J E Binns
Mrs J L Cleary

Councillors

E J Heron (Vice-Chairman)
J D Heron
B Rickman (Chairman)

FINANCIAL MONITORING REPORT – FORECAST OUTTURN (BASED ON PERFORMANCE TO FEBRUARY 2016)

1. INTRODUCTION

- 1.1 This report monitors financial performance for the 11 months to February 2016 and any potential outturn implications on a Portfolio and Committee basis.

2. BACKGROUND

- 2.1 The Council’s financial strategy of a continuous review of activities and services to identify opportunities for savings in expenditure alongside opportunities to generate income has been successful in addressing the significant reductions in government funding whilst at the same time maintaining key service levels. Budget monitoring reports form an important part of this process and the ongoing development of the Medium Term Financial Plan (MTFP).
- 2.2 Following the setting of the 2016/17 budget in February significant work has continued on reviewing the structure and future budget requirements of the Council and an updated MTFP will be presented to Cabinet in June. This will include an efficiency plan that will be based on the key delivery actions set out in the Council’s Corporate Plan approved in February. The efficiency plan will form part of the submission to the Government to meet the requirements for obtaining a Multi-Year Financial Settlement.

3. GENERAL FUND OUTTURN PROJECTION

- 3.1 A General Fund budget of **£18.327 million** for 2015/16 was agreed by Council in February 2015.

As a result of financial monitoring reports to Cabinet in August and November 2015 account was taken of project rephasings from 2014/15 (£1.243 million) and additional Asset Management Group(AMG) projects (£75,000), offset by net savings in Portfolio budgets of £734,000.

	Project Budgets £M	Portfolio Budgets £M	Total Budget £M
Original Budget			18.327
Projects rephased between years	1.243		1.243
New approved Projects	0.075		0.075
Savings previously reported	-	(0.734)	(0.734)
	1.318	(0.734)	
Transfer from Reserves	(1.318)	-	(1.318)
Local Plan Reserve		0.326	0.326
Transitional Costs		0.300	0.300
Forecast as at November 2015			18.219

- 3.2 This report identifies new additional net budget savings of **£960,000** and scheme rephasings to future years of **£1.991 million**. The table below provides an overview of the variations and full details of all new variations are provided in sections 3.3 to 3.6.

	Project Budgets £M	Portfolio Budgets £M	Total Budget £M
Forecast as at November 2015			18.219
Portfolio Savings (3.3)		(0.361)	(0.361)
AMG Savings (3.4)		(0.574)	(0.574)
Business Development & Third Party Grants (3.5)		(0.025)	(0.025)
Projects rephased between years (3.6)	(1.991)		(1.991)
	(1.991)	(0.960)	
Transfer to Reserves	1.991	-	1.991
Forecast as at March 2016			17.259
Forecast Annual Saving on Original Budget			(1.068)

3.3 PORTFOLIO BUDGET VARIATIONS £361,000

Environment £90,000

Refuse and Recycling £40,000

Fuel savings are expected to contribute £40,000 by the end of this financial year.

Street scene £50,000

Staff savings (due to vacancies) and savings on litter picking and fly tipping costs are now expected to generate a £50,000 saving.

Finance and Efficiency £8,000

Tax and Benefits £40,000

Principally due to specific grants exceeding associated expenditure, alongside various minor positive variations, a total budget saving of £40,000 is now projected.

Offices and Depots / Land Holdings £8,000

Projected offices and depots cost savings of £35,000 are partly offset by one off costs of £27,000 on various council property and land holdings projects.

Property Services (£40,000)

The Property Services budget allowed for income of £40,000 from charges to capital projects and rechargeable works. This has not materialised in 15/16 and the budget has already largely been removed for 2016/17.

General Purposes and Licensing (£38,000)

Registration of Electors (£38,000)

Due to the increased cost of the electoral registration process that the Council had to implement in line with statutory requirements costs this year are expected to exceed budgets by £38,000.

Health and Leisure £50,000

Leisure Centres £30,000

Budget Savings of £55,000 due to improved net fees and charges income of £40,000 and other income of £15,000 are partly offset by predicted increases in operational costs of £25,000.

Sports and Community Development £20,000

The annual Sports and Community Development Grants budgets will be underspent by around £20,000.

Housing and Communities (£100,000)

Homeless Assistance – (£150,000)

Principally due to increased bed and breakfast costs (£100,000 - as a result of a reduced availability of alternative accommodation and the impact of the closure of a block of flats, as a result of safety concerns, requiring emergency accommodation for 17 households) alongside additional private sector leasing costs (£50,000) an overspend of £150,000 is expected in this financial year.

CCTV/Community Alarms (£20,000)

A revised staffing structure was agreed and implemented during 2015/16, resulting in an anticipated net overspend of £20,000. This is non-recurring as it will be offset by additional income in future years.

Stillwater Park £40,000

As a result of an increase in the number of mobile home sales, additional commission income of £40,000 is now expected to be generated for the Council in this financial year.

Community Safety £30,000

Due to a staff vacancy there will be a saving of £30,000 in 2015/16.

Planning and Transportation / Planning Development Control Committee £351,000

Land Charges £124,000

The Council has received £124,000 Government New Burdens Grant as a contribution towards costs incurred following legal claims for fees for searches of the local land charges register.

P&T Supplies and Services £67,000

Projected underspends over a range of largely supplies and services budgets across P&T business units are expected to contribute a budget saving of £67,000.

Transportation £70,000

Savings of £40,000 are now projected resulting from underspends on the community transport and minor transport enhancement scheme budgets, alongside a projected £30k saving on the street lighting due to the progress in the installation of energy efficient lighting as part of the HCC PFI contract.

Planning Fees £20,000

The income target of £500,000 is now expected to be exceeded by approximately £20,000.

Parking £70,000

Small underspends across a variety of budget heads are expected to generate a £20,000 saving by the end of the year, alongside improved clock sales income, which is now expected to contribute an additional £50,000.

3.4 AMG PLANNED MAINTENANCE AND EQUIPMENT REPLACEMENT PROJECTS

Savings of **£574,000** have now been identified as part of a full review of progress and outcomes of the Asset Management and equipment replacement programmes. This is in respect of the following main areas:

- £190,000 of resources carried forward from 2014/15 and allocated to the car park meter replacement programme are not required as the 2015/16 budget already included provision for the full programme.
- £146,000 of savings are currently forecast in respect of AMG projects within the Finance and Efficiency Portfolio.
- £96,000 of savings are now forecast in respect of AMG projects within the Health and Leisure Portfolio.
- £115,000 of savings have been achieved on car park related AMG projects within the Planning and Transportation Portfolio.
- Rephasings in the vehicle replacement programme will generate a revenue saving of £25,000 in 2015/16.

3.5 BUSINESS DEVELOPMENT AND THIRD PARTY GRANTS

Savings of **£25,000** are anticipated. This is principally due to a budgeted grant of £20,000 for a project at Lymington Pre-School no longer being required.

3.6 REPHASINGS

Total scheme rephasings into 2016/17 are anticipated to be £1.991 million. These are detailed below and funding will be carried forward into 2016/17 as part of the year end closedown process.

Portfolio Budgets £290,000

- £150,000 Refuse and Recycling Text Reward Service (ENV)
- £100,000 Refuse and Recycling Kerbside Glass (ENV)
- £40,000 Streetscene major roads litter picking (ENV)

Asset Management / Equipment Replacement Projects £1,042,000

Due to the rescheduling of asset management projects and equipment purchases the following rephasings to future years are required:

- £61,000 Coastal Steps Replacement (ENV)
- £44,000 Open Space Projects (ENV)
- £122,000 Hurst Road West and Furlong car park projects (P&T)
- £370,000 Car Park Machine replacement programme (P&T)
- £191,000 Various projects within the H&L AMG programme (H&L)
- £76,000 Health and Leisure Equipment replacement (H&L)
- £76,000 ICT Replacement Programme (F&E)
- £73,000 Appletree Court Car Park Resurfacing (F&E)
- £29,000 Insulation Work at ATC (F&E)

Business Development / Third Party Grants £659,000

Due to the rescheduling of programmed expenditure or changes to project implementation the following rephasings are required:

- £160,000 Totton Gym Extension (H&L)
- £230,000 Public Conveniences Refurbishment at New Milton(ENV)
- £207,000 ICT Systems Development (F&E)
- £62,000 Community Grants (H&L)

4. CAPITAL EXPENDITURE (General Fund and Housing Revenue Account)

- 4.1 The Capital Programme agreed in February amounted to £18.516 million. It was adjusted to **£18.230 million** following the financial monitoring reports to Cabinet in August and November. Additional expenditure of **£1.300 million** is now forecast due to an increased housing acquisitions and development programme as outlined in paragraph 4.2 below. At the same time there will be reductions to the capital programme due to rephasings totalling **£0.950 million** (paragraph 4.3) resulting in a new capital budget of **£18.580 million**.
- 4.2 The Housing Acquisition and Development budget was increased by £2.492 million to £6.3 million in November 2015 to enable the purchase of 30 dwellings and for preliminary works at Compton/Sarum House. A further 20 additional acquisitions have also been agreed for 2016/17. The 2015/16 project has now been extended to 34 properties and average purchase prices have increased meaning that total expenditure is expected to be £1.3 million more than the November forecast. The most appropriate source of funding will be considered as part of the closedown process but will come from right to buy receipts, section 106 funds or the Acquisitions Reserve.
- 4.3 The following capital rephasings totalling £0.950 million to 2016/17 are required:
- £650,000 of the vehicle and plant replacement programme due to the procurement and tendering process taking longer than originally planned.
 - £300,000 on the North Milton new build and environmental enhancements projects due to bad weather and delays in obtaining agreement from Hampshire County Council regarding highways works.

5. HOUSING REVENUE ACCOUNT

- 5.1 An HRA budget was agreed in February with a forecast net operating surplus of **£1.461million**. This was amended to £1.394 million to reflect variations reported as part of financial monitoring reports earlier in the year. New variations identified in this report generate net additional income of £175,000, leading to a latest expected surplus for the year of **£1.549 million**.
- 5.2 Dwellings Income is expected to exceed the budget by £203,000. This is due to an improvement of circa 25% in vacant property turnaround times, the re-letting of dwellings at Cranleigh Paddock and a general increase due to a greater number of properties than was budgeted for.
- 5.3 Non Dwelling Income is expected to be £28,000 less than budget due principally to increased garage voids arising from less demand or deliberate decisions not to let, in

order to facilitate new development.

6. CRIME AND DISORDER / EQUALITY AND DIVERSITY/ENVIRONMENTAL IMPLICATIONS

6.1 There are no Crime and Disorder, Equality and Diversity or Environmental implications arising directly from this report.

7. PORTFOLIO HOLDER COMMENTS

7.1 I am pleased to see that further savings have been identified and the Council is continuing to deliver a better than forecast outcome against the budget.

8. RECOMMENDED

8.1 It is recommended that Cabinet notes the revised outturn forecasts of the General Fund (para 3.2), Capital Programme (para 4.1) and Housing Revenue Account (para 5.1).

For Further Information Please Contact:

Bob Jackson
Chief Executive
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Background Papers:

None

CABINET - 6 APRIL 2016

**PORTFOLIOS: FINANCE & EFFICIENCY
HOUSING & COMMUNITIES**

**ACQUISITION OF LAND AT STOCKLANDS, CALMORE DRIVE,
CALMORE, TOTTON (FROM HAMPSHIRE COUNTY COUNCIL).**

**DISPOSAL OF LAND & BUILDINGS AT CRANLEIGH PADDOCK,
CALPE AVENUE, LYNDHURST (TO HAMPSHIRE COUNTY
COUNCIL).**

1. INTRODUCTION

- 1.1 This report provides information concerning a proposal to exchange land ownerships in the above properties with Hampshire County Council. The proposal is that New Forest District Council will acquire the freehold interest in Stocklands from Hampshire County Council and that County Council will acquire the freehold interest in Cranleigh Paddock from this Council, with a balancing payment to reflect the difference in value of the two properties upon completion.
- 1.2 The proposed land exchange is motivated by this Council's desire to acquire sites for the provision of new Council homes in the district and the County Council's desire to acquire contiguous land and buildings at Cranleigh Paddock, with which some utilities are shared.

2. BACKGROUND AND SITE VALUES

- 2.1 The annexed site plan of Cranleigh Paddock shows the land and buildings to be transferred to the County Council shaded pink and the County Council's current holding coloured mauve. The annexed site plan of Stocklands shows the area to be acquired edged red.
- 2.2 Following discussions between this Council's Executive Management Team, our Estates and Valuations Department and the County's Estates Department it is proposed that unconditional contracts for the simultaneous sale and purchase of the respective sites will be exchanged as soon as possible, with completion taking place late summer / early autumn 2016. Both properties will be sold with vacant possession. There may be some potential for this Council to continue to use Cranleigh Paddock for a short term after the property has been sold.
- 2.3 It is proposed that the transactions will be effected at Market Value in accordance with the advice provided by the respective Valuation sections. A balancing sum will be paid upon completion of the land transfers in order to reflect the difference in value between the two properties. Each party will bear their own transaction costs.
- 2.4 A preliminary layout plan for the site of Stocklands has been prepared and illustrates that there is potential for the development of 20 council homes, comprising flats and houses. This will be submitted as a planning application shortly.

3. THE SITES

3.1 Stocklands

The land is relatively level, although of slightly irregular shape, and has a gross area of approximately 0.5855 hectares (1.446 acres) with existing access to Calmore Drive, shared with the County Council's adjacent Clifford Centre (situated to the SE corner of the Stocklands site). The access road will need to be brought up to an adoptable standard by this Council as part of the proposed development.

The existing buildings (a former 1970's elderly person's residential home for 50 residents) will be demolished to slab level the County Council prior to completion of the land transfers. The demolition is proposed to take place during the school summer holidays this year in order to avoid disruption to the services provided from the County Council's Clifford education centre. There will be a condition in the contract requiring the County Council to undertake the demolition and clearance works prior to completion at their own expense and to this Council's reasonable satisfaction. The County Council will be responsible for procuring the demolition works and securing whatever permissions are necessary.

According to a Ground Investigation Report prepared for the County Council in 2015, it is understood that the proposed new development will require strengthened foundations to take into account geology and the proximity of trees. An allowance has been made for this when considering site valuation, however, it will not be possible to accurately assess the amount of additional construction costs until there is a final layout for the proposed development to inform the design of the foundations. It is not considered that additional investigative work can usefully be undertaken at this stage. It is also noted that the site is positioned within a low risk Flood Zone (Level 1).

3.2 Cranleigh Paddock

This Council's property occupies a site of approximately 0.43 Hectares (1.06 acres), with access from Calpe Avenue. The buildings comprise 16 bed-sit units and 2 single bedroom flats which have been used for older-person's accommodation for persons aged over the age of 55 (more recently, the units have mainly been utilised as temporary accommodation). The current occupants will be appropriately re-housed in alternative accommodation.

4. PLANNING

4.1 Stocklands

This Council's adopted Local Development Framework (Local Plan Part 2: Sites and Development Management) has identified this site as being suitable for residential development (policy TOT7). Planning permission will be required prior to development of the site. In view of the allocation in this Council's Core Strategy, it is not proposed that the purchase will be subject to the grant of planning permission.

Additional planning policies relate to the provision of on-site play space, affordable housing (40%) and the preservation of existing mature trees. There is also liability for the Community Infrastructure Levy and Habitat mitigation, for which allowance has been made when considering the site value. The level of financial and on-site planning obligations will vary depending upon the final details of the proposed development and will therefore be assessed at a later date.

4.2 Cranleigh Paddock

The sale will not be subject to any grant of planning permission.

5. LEGAL RESTRICTIONS AND PROCEDURE

- 5.1 The Stocklands site is subject to minor restrictions including fencing and building lines as well as a sewer line running alongside the southern boundary. These have no bearing on the redevelopment potential of the site.
- 5.2 The County Council's Executive decision to proceed with the proposed transactions was made on 26th January 2016.
- 5.3 Following receipt of Council Approvals from this Council and the County Council, it is proposed that contracts are exchanged (without deposit) simultaneously and unconditionally as soon as practically possible. Completion will be delayed until the demolition of Stocklands has been undertaken (September / October 2016).

6. FINANCIAL IMPLICATIONS

- 6.1 The Cranleigh Paddock site was acquired for housing by this Council in 1980. Land held by a local authority for the provision of housing requires the Secretary of State's consent to any disposal. The Housing Act 1985 (and related legislation) permits the Secretary of State to issue general consents for housing land disposals by local authorities and the latest is the General Housing Consents 2013. Paragraph A3.1.1 of the General Housing Consents 2013 permits a local authority to dispose of housing land for a consideration equal to its market value (subject to certain exclusions which do not apply in this case).
- 6.2 The values agreed have been assessed by this Council's and the County Council's Estates and Valuations Departments and are considered to represent current Market Value.

7. OPPORTUNITIES, RISKS AND CONDITIONS

- 7.1 The proposal enables this Council to secure the Stocklands site for Affordable Housing at an early date.
- 7.2 Although the Cranleigh Paddock property has not been marketed through conventional means it is considered that the County Council are best placed to proceed without delay given their ownership of the adjoining land and existing operations. The land swap scenario therefore works in favour of both parties.
- 7.3 There is a degree of planning risk as the proposal is to purchase the Stocklands site prior to the grant of residential planning permission. However, the site has been allocated for residential use in the adopted local plan which removes the majority of this risk and preliminary advice has already been sought from this Council's planning department.
- 7.4 The risk generally associated with property development is never completely avoidable; however, any known risks have been taken into account within the negotiated land prices. It can therefore be considered reasonable to proceed in view of the short supply of other suitable development sites within the context of the Council's clear objectives relating to meeting housing need.

8. CONSULTATION

- 8.1 The proposal has been considered by the Executive Management Team and the Affordable Housing Project Board comprising officers and members and has their support.

9. ENVIRONMENTAL AND ECOLOGICAL IMPLICATIONS

- 9.1 Development of the Stocklands site will entail clearing the existing disused building. Any ecological matters (for example, bat roosting) will be re-addressed by the County Council prior to demolition but are not expected to cause delays. The County Council has also arranged for their ecological report to be broadened to enable it to be used to accompany this Council's proposed future planning application.

10. CRIME AND DISORDER IMPLICATION

- 10.1 There are no existing Crime and Disorder Implications arising from this report. Appropriate site security measures will be put in place to protect the site going forward.

11. EQUALITY AND DIVERSITY IMPLICATIONS

- 11.1 There are no Equality and Diversity implications arising from this report. The County Council has confirmed that the proposed new residential development of the Stocklands site is not expected to impact upon the continued operation of their adjacent Clifford Centre (Primary behavioural support unit). However, during the construction period it will be necessary to ensure that the shared access road that will serve the new development and the Clifford Centre car park is not blocked during peak drop off and pick up times.

12. PORTFOLIO HOLDER'S COMMENTS

Cllr J Cleary (Housing and Communities) - This deal makes sense – the County Council will benefit from the land we currently own, and in turn our ownership of Stocklands will make it possible for us to continue our drive to provide more homes in the area and our work towards meeting local housing need.

Cllr J D Heron (Finance and Efficiency) – I am pleased to see that this project is progressing and will provide additional housing for the benefit of local people.

13. CONCLUSION

- 13.1 The proposed land exchange will secure the Council's ability to continue in working towards meeting local housing need.

14. RECOMMENDATION

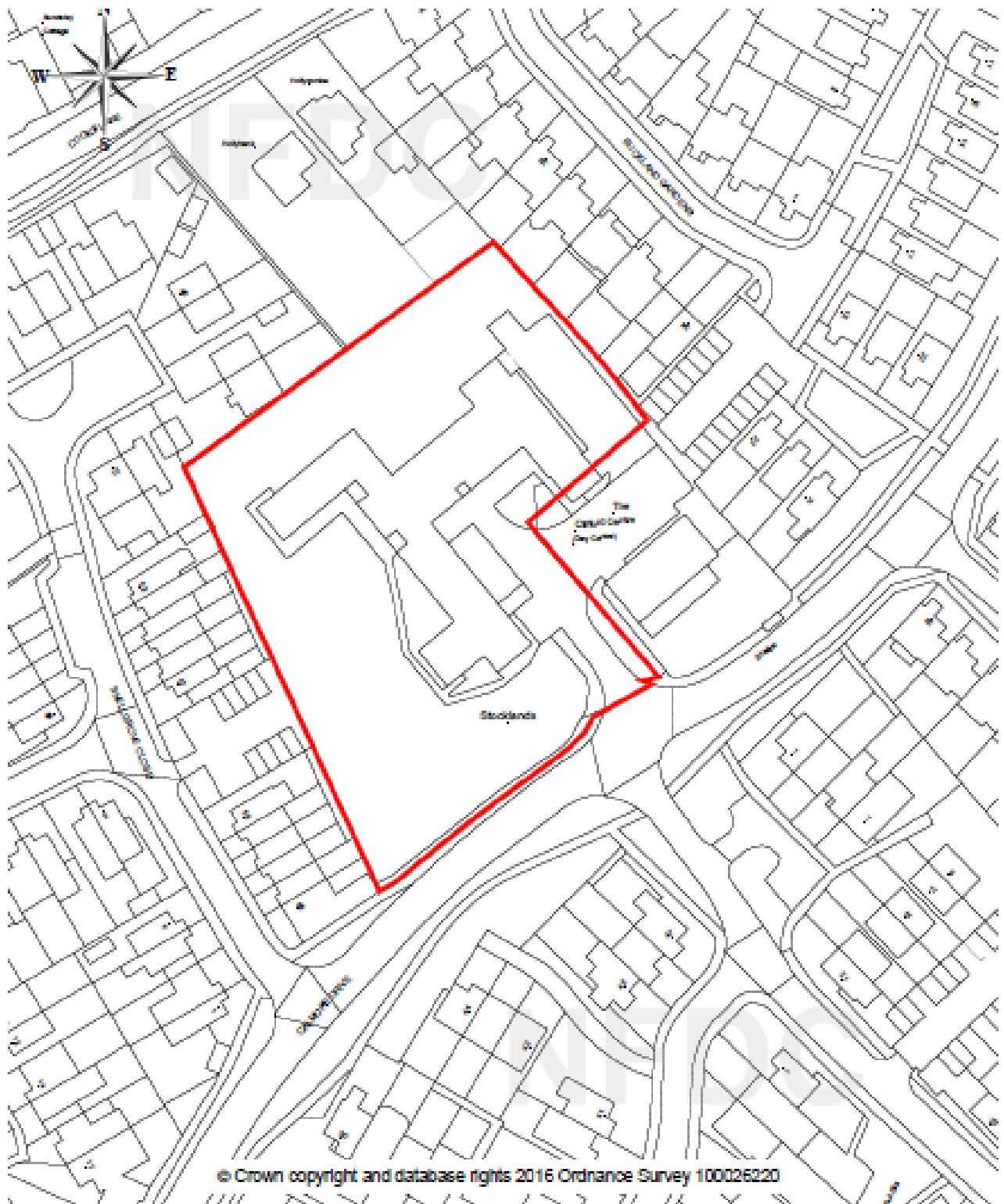
- 14.1 That the Cabinet declares Cranleigh Paddock as being surplus to requirements; and
- 14.2 That an Executive Head and/or Chief Executive in consultation with the Portfolio Holders for Finance and Efficiency and Housing and Communities be authorised to finalise the terms and to enter into all necessary contracts to complete the sale of the Council's land at Cranleigh Paddock to Hampshire County Council and the acquisition of Stocklands from the County Council in accordance with the principles set out in this report.


Appendices

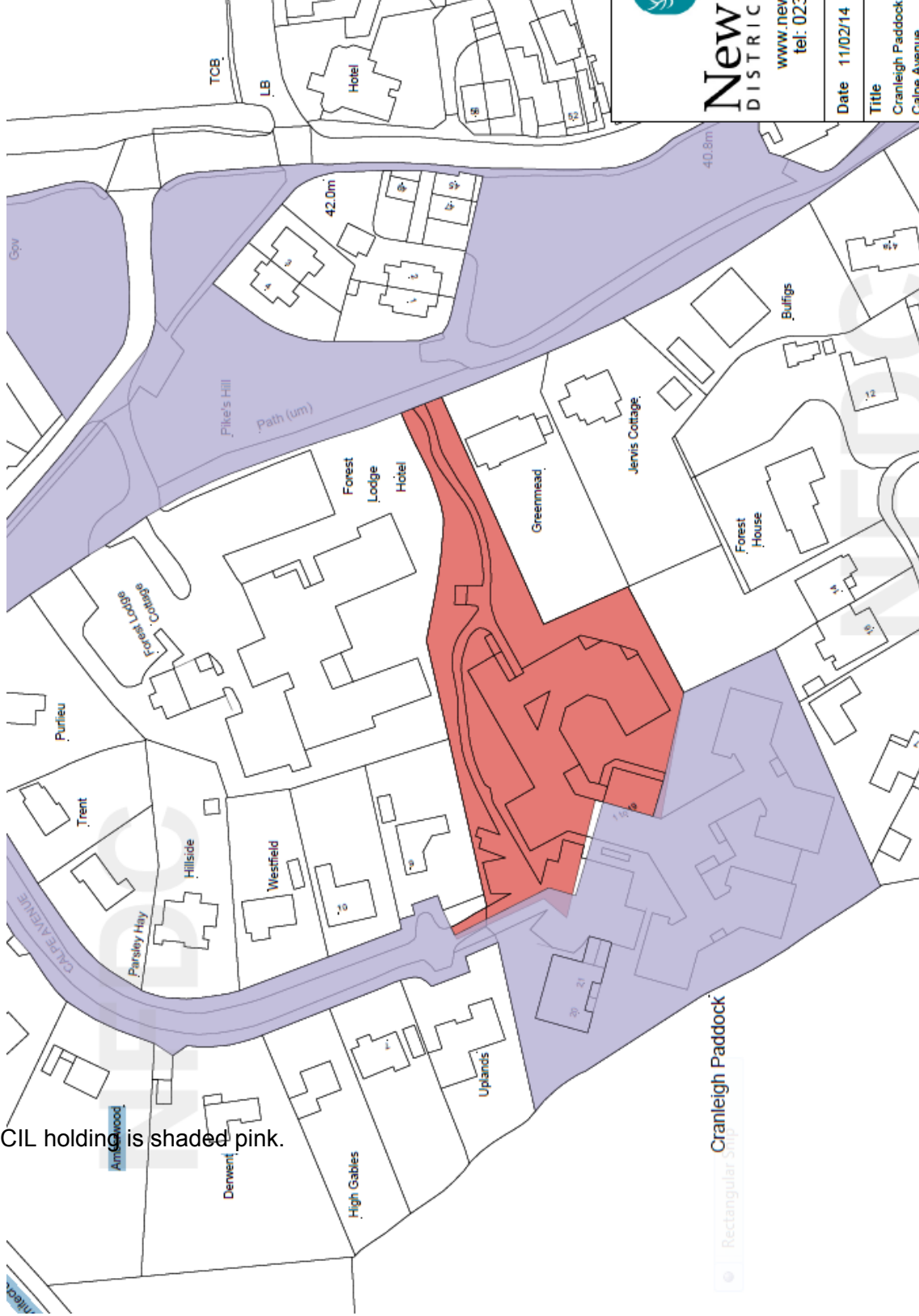
Appendix 1 – Site Plans (for identification purposes only)

Further information	Background Papers
<p>Estates and Valuation Issues Derek Willis Senior Valuer 02380 285588 derek.willis@this Council.gov.uk</p> <p>Planning Issues Chris Elliott Executive Head Economy Housing and Planning 02380 285588 chris.elliott@this Council.gov.uk</p> <p>Housing Issues Richard Topliss Service Manager Housing 02380 285588 richard.topliss@this Council.gov.uk</p>	

APPENDIX 1 – SITE PLANS (for identification only - do not scale)



 New Forest DISTRICT COUNCIL www.newforest.gov.uk tel: 023 8028 5000	Title Stocklands Calmore Drive Calmore	
	Date: 22/01/16 Scale: 1:1000	Ref Site ID Plan



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GRANT APPLICATION FOR ST BARBE MUSEUM & ART GALLERY, LYMINGTON

1. INTRODUCTION

- 1.1 The District Council has received a request for a construction grant of £65,000 as a contribution towards the cost of a refurbishment project at St Barbe's Museum and Art Gallery, Lymington.
- 1.2 The overall cost of the project is estimated at £2.345m with an approved Heritage Lottery Fund (HLF) award of £1.8m.

2. BACKGROUND

- 2.1 St Barbe's Museum is owned by New Forest District Council and is leased to The St Barbe's Trust under a peppercorn rent agreement.
- 2.2 The building originally housed the Council's Visitor Information Centre but this closed in the Spring of 2012 and the District Council retained the lease on this part of the building. As a consequence of the closure, the Trust was offered (unconditionally) use of the whole building, which was accepted. At that time the District Council awarded a grant of £17,000 to assist with improvements and alterations to the front of house.
- 2.3 In approximately 2012 the Trust embarked upon developing design plans, seeking planning permission and submitting an application to the Heritage Lottery Fund.
- 2.4 The lease was not amended at the time but it is currently close to agreement. Planning permission for the development works have been approved by this Council and a Licence to carry out the works is in an agreed format with this Council's solicitors, but remains unsigned and is subject to the approval of this grant.
- 2.5 The Trust has secured a grant of £1.8m from the Heritage Lottery Fund and has committed themselves to raising an additional £545,000 from local authorities, charities and benefactors. Correspondence between the Trust and the Council over an extended period of time resulted in agreement that the Trust's application would be considered by Cabinet with an outcome in February 2016.
- 2.6 Mark Tomlinson (Director of St Barbe) has stated that the grant from the Council is necessary as they need to show documentary evidence to the Heritage Lottery Fund of this funding in order to receive permission to start.

3. PROPOSAL

- 3.1 The Council owns the building and freehold and provided these facilities to the Trust free of charge with the expectation that the Trust will provide a museum and art gallery. The Trust now wishes to extend these facilities and extend the opportunities for access to the local community and visitors.

3.2 The key elements of the development include:-

3.2.1 Flexible new exhibition space and national standard galleries

3.2.2 Public archive search room and storage

3.2.3 Front of house café and shop

3.2.4 New Museum entrance

3.3 By extending the facility, the Trust will have more space to display a wider selection of their 18,000 items and be able to improve awareness and access to the wider Community. The Trust believes it will increase visitor numbers from 29,000 to over 40,000 and improve their financial resilience long term.

4. COUNCIL POSITION

4.1 Through the Annual Revenue Support Grant process the Council has awarded £9,000 (2016/17) to support their continued delivery. This grant meets the Trust's projected deficit and has been awarded since 2006.

4.2 As the owners of the building and an enabler of the Trust there is an expectation from the Trust for some financial support from the District Council with this project. However, it was questioned at the Community Overview and Scrutiny Panel (19 January 2016,) whether the Council should support both the construction application grant as well as the revenue application grant.

4.3 The revenue application for 2016/17 of £9,000 has been approved. A decision is required with regard to the capital bid of £65,000.

5. TIMESCALES

5.1 The project will run from March 2016 to March 2021.

5.2 The Trust was due to meet with the Heritage Lottery Fund on 1 March to discuss progress with the hope that they will receive their permission to start.

6. FINANCIAL IMPLICATIONS

6.1 A grant of £65,000 would be awarded by the Council, payable over a period of two years (2016/17 and 2017/18)

6.2 Should the Council continue to make an annual revenue grant it is possible that the sum requested will reduce should the Trust's financial performance improve as a result of this investment. This is likely to take effect from 2021 when the building is completed and re-opened to the public.

6.3 Responsibility for the funding of any future over- spend on the project requires clarification and officers are awaiting clarification from the Trust at the time of writing.

7. ENVIRONMENTAL IMPLICATIONS

7.1 All environmental implications have been considered within the planning application process.

8. CRIME & DISORDER IMPLICATIONS

- 8.1 There are no specific crime and disorder implications other than the improved opportunities to access the facilities of St Barbe's Museum and Gallery to provide meaningful activity and education for the Community.

9. EQUALITY IMPLICATIONS

- 9.1 There are no equality implications.

10. PORTFOLIO HOLDER COMMENTS

- 10.1 I will be interested to watch this project progressing.

11. CONCLUSIONS

- 11.1 The opportunity exists for the significant development of St Barbe Museum with support of the Heritage Lottery Fund.

12. RECOMMENDATIONS

- 12.1 (a) That the Council be recommended to make a capital grant award of £65,000 to the St Barbe's Trust through the contribution grant application process as a contribution towards the cost of the planned development project that has attracted funding from the Heritage Lottery Fund; and
- (b) That should be capital grant be paid, it be agreed in principle that no future revenue support grants shall be paid.

For further information contact:

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Group Operations Manager
Operations

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Background Papers:

Grant application

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