

**CAMPBELTOWN CONSERVATION AREA REGENERATION SCHEME (CARS)
SMALL GRANTS SCHEME**

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to recommend an award of two grants from the Campbeltown Conservation Area Regeneration Scheme (CARS) small grants budget and to propose a change to the governance arrangements for the Small Grants Scheme.
- 1.2 The report recommends that offers of grant be made for building repair works as detailed in Appendix 1. The grants will part-fund the repair and refurbishment of eighteen sash and case windows.
- 1.3 The report also recommends a change to the governance arrangements for the approval of individual small grants up to £10,000. The new arrangements will expedite the grant approval process.

1.4 RECOMMENDATION

- a) That the Area Committee approves the two grant awards from the Campbeltown CARS Round 6 Small Grants Scheme as detailed in Appendix 1.
- b) That the Area Committee agrees the following change to the governance arrangements in respect of individual small grant awards up to £10,000:-

Authority is delegated to the Executive Director of Development and Infrastructure in consultation with the Chair of the MAKI Area Committee and the Ward 1 Members to approve small grant awards from the Campbeltown CARS Fund up to the value of £10,000. All grants approved under this delegation will then be reported to the MAKI Area Committee.

**CAMPBELTOWN CONSERVATION AREA REGENERATION SCHEME (CARS)
SMALL GRANTS SCHEME**

2.0 INTRODUCTION

- 2.1 The purpose of this report is to recommend an award of two grants from the Campbeltown Conservation Area Regeneration Scheme (CARS) Small Grants budget. The report also recommends a change to the governance arrangements for the Small Grants Scheme.

3.0 RECOMMENDATIONS

- 3.1 That the Area Committee approves the two grant awards from the Campbeltown CARS Round 6 Small Grants Scheme as detailed in Appendix 1.
- 3.2 That the Area Committee agrees the following change to the governance arrangements in respect of individual small grant awards up to £10,000:-

Authority is delegated to the Executive Director of Development and Infrastructure in consultation with the Chair of the MAKI Area Committee and the Ward 1 Members to approve small grant awards from the Campbeltown CARS Fund up to the value of £10,000. All grants approved under this delegation will then be reported to the MAKI Area Committee.

4.0 DETAIL

- 4.1 The Campbeltown CARS budget includes an allowance for small grants. The governance arrangements were approved by the Area Committee on the 01 June 2016.
- 4.2 The first phase of the Small Grants Scheme was launched in July 2016 and closed in August 2016. Property owners within the CARS grant area were invited to submit initial expressions of interest. Eight submissions were received and assessed in accordance with the approved scoring criteria. Three owners were then formally invited to apply for CARS grant funding.

- 4.3 A key objective of the Small Grants Scheme is the promotion of traditional building works and the repair and retention of original features and materials. The proposed works as detailed in Appendix 1 involve the repair and refurbishment of eighteen timber sash and case windows in two occupied flats. Draught stripping measures will be installed to reduce heat loss and improve sound insulation. The property is a listed tenement building occupying a prominent location within the CARS grant area.
- 4.4 The total eligible cost of repairs is detailed in Appendix 1. Both applications were assessed using the CARS Small Grants Scheme assessment sheet. They both received a high score in four of the five criteria for the following reasons; prominent street position, high heritage value of building, necessary works for the long term usage of the building and repair of original features using traditional materials. It is proposed that both applications are approved at a grant intervention rate of 75%.
- 4.8 At present all CARS grant award recommendations are considered by the Area Committee. This includes small grants for repairs to windows, doors and rainwater goods as agreed at the Area Committee on the 01 June 2016. The approval process can take several months and lead to delays that prevent repairs being carried out. Building owners and contractors have expressed their concerns with the process.
- 4.9 It is proposed that with immediate effect new arrangements are introduced for individual small grant awards up to £10,000 as follows:

Under delegated authority of the Executive Director of Development and Infrastructure officers will make recommendations to the Chair of the MAKI Area Committee and the Ward 1 Members for small grant awards up to the value of £10,000.

5.0 CONCLUSION

- 5.1 This report seeks the approval of the MAKI Area Committee to its proposed allocation of grant funding for the repair of timber sash and case windows as detailed in Appendix 1. The approval of these grants will safeguard the future of 18 sash and case windows, meeting a key objective of the CARS Small Grant Scheme. The new arrangements for processing small grant applications will expedite the grant approval process and prevent unnecessary delays for small repair contracts. This should generate additional work for local contractors.

6.0 IMPLICATIONS

- 6.1 Financial The total project budget for Campbeltown CARS is £2,293,048. To date £486,936.70 has been committed. This includes Private Sector Housing Grant match funding. The proposed grant awards as detailed in

Appendix 1 will be committed from the Campbeltown CARS Round 6 Small Grant Scheme budget.

6.2	Legal	None.
6.3	HR	Officer time is required to progress the project further.
6.4	Equalities	None.
6.5	Risk	None.
6.6	Customer Services	The Council is responsible for administering the CARS grants on behalf of Historic Environment Scotland and for ensuring due diligence in the performance of its duties.

Executive Director of Development and Infrastructure, Pippa Milne

Policy Lead Councillor Aileen Morton

Report Prepared: 28 February 2017

For further information contact:

James Lafferty

Campbeltown Conservation Area Regeneration Scheme (CARS) officer

Phone 01586 559049

james.lafferty@argyll-bute.gov.uk