

Appendix B – Application Appraisals

SHAFTESBURY TOWN COUNCIL – MAMPITTS GREEN S106 APPLICATION APPRAISAL

Parameter	Yes	No	NA	Comments
Does the proposal fit the policy for which planning obligation was established	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The application for s106 funding refers to relevant local plan and neighbourhood plan policies for the provision of community facilities in Shaftesbury.</p> <p>The provision of community hall, play equipment, landscaped areas, car parking meets the requirements for which the planning obligation was established.</p> <p>The s106 states that <i>‘in the event that a neighbourhood hall is constructed on the neighbourhood hall site, the neighbourhood hall shall not be used for any other purpose other than as a creche, nursery, school, public hall or for purposes within D2 of the use classes order 1987 (as amended), and the remaining land which forms for the neighbourhood hall site shall be available for community purposes primarily being for recreation and/or for use as a cemetery or allotments (if required)’</i>.</p> <p>The inclusion of a community café on the ground floor and shared working space on the upper floor is regarded as being ancillary to the main uses.</p>
Is there evidence of planning permissions sought/received	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The proposal requires planning permission as the nature of the intended uses is classed as development and will materially change the current land use. A planning application P/FUL/2023/06670 was submitted by Shaftesbury Town Council on 15 November 2023, but was refused on the 5th March 2024 with the following reason given:</p> <p><i>‘The proposed layout would result in the urbanisation of the area due to the extent of the uninterrupted liner parking along the sites frontage, which would provide insufficient landscaping, and would fail to make a positive contribution towards the environment, and the appearance of the area, contrary to Policy SFDH5 of the Shaftesbury Neighbourhood Plan, Policy 24 of the North Dorset Local Plan, and the NPPF’</i>.</p>

Parameter	Yes	No	NA	Comments
				Following this decision, a further planning application was submitted by Shaftesbury Town Council to address the reason for refusal with the inclusion of additional landscape features to address urbanisation in the parking area. That application had reference P/FUL/2024/01856 and Northern Area Planning Committee resolved to grant planning permission on the 1 st October 2024.
Is there evidence of meeting additional funding requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The total estimated project cost is £900,022. The total amount requested from S106 funds is £876,278, which represents approximately 97% of the total cost. To address the shortfall, the application indicates that additional funding of £23,744 could be provided through the Town Council’s budget setting process for the financial year 2025/26, though there is no guarantee of this at this stage.</p> <p>The next section addresses the accuracy of project cost which may lead to pressure/need to obtain further funding.</p>

Parameter	Yes	No	NA	Comments
<p>Does the proposal provide verifiable and realistic costing</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>The total estimated project cost is £900,022 and is based on cost estimates by an architect and landscape architect. The community hub build cost has been calculated on the proposed floorspace. No actual building contractor cost estimates have been provided to inform the proposal, nor has a breakdown been provided of the fit-out costs of the ground floor. Furthermore, it is unclear how funding for the fit-out costs have already been secured. When this proposal is compared to the verified costs of the CLT scheme, the build cost estimates are approximately £200,000 below a builder’s quote for a comparable scheme, which indicates that the cost estimates may be considered low. The proposal indicates that actual costs will be known post tender process, most likely via a fixed priced contract based on the available budget.</p> <p>The landscape costs are also an estimate based on a concept plan and a scoping exercise using approximate quantities as calculated by a landscape architect. Details of the concept plan and scoping exercise have not been provided.</p> <p>The contingency budget for the project stands at £40,000 (4.4% of total cost) and covers design, construction, and employers risk elements. The town council anticipate fewer unforeseen costs due to the newbuild nature of the proposal.</p> <p>Within the overall cost estimate is an inflation budget of £4,308, both this and the contingency budget are considered low for the scale and nature of the project.</p> <p>The cost estimate is based on the BCIS costs for 2024 – with a tender inflation allowance adjustment to Quarter 4 2024 (the timeframe commencement is intended to occur). This estimate doesn’t factor in any potential delay to the commencement date or cost changes through the 6–8 months delivery phase, though some of these risks will be mitigated if a fixed price contract is agreed.</p> <p>Though costs have been validated by an architect and landscape architect, the proposal may require a value engineering exercise when the actual costs are known.</p>

Parameter	Yes	No	NA	Comments
Is the delivery timescale realistic and achievable?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>The application anticipates a start date for construction of the hub as soon as the s106 funding is approved, planning permission granted and land transferred from Persimmon.</p> <p>The application expects construction work starting in March 2025 following a tender process in quarter 4 2024, and completion of building works in Autumn 2025.</p> <p>With land still in the ownership of Persimmon Homes, this timeframe is considered optimistic, given there will be a period where the land transfers to Dorset Council in the first instance. A six-to-eight-month programme for the delivery of the HUB building is also considered ambitious.</p>
Is there evidence of mechanisms for project management (suitably qualified personnel etc.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The town council have employed an experienced project support consultant to provide support services to help guide them. The consultant has experience of successfully delivering similar community facility proposals including Pavilion in the Park at Poundbury. The Town Clerk will act as a liaison officer with the architect who will be acting as project administrator as part of the JCT (Joint Contracts Tribunal) process.</p>
Is there evidence of insurance coverage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>The application states that a JCT (Joint Contracts Tribunal) would be drawn up which will include contractor insurance documentation.</p>

Parameter	Yes	No	NA	Comments
<p>Is there evidence of viability & long-term management capacity</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>The proposal explores three options for operating the community hub building. The feasibility of each option has been guided by the project support consultant, but there is no evidence of partnership engagement within the proposal. Options explored are:</p> <ol style="list-style-type: none"> 1. Volunteer run hub 2. Outsource to a hospitality/leisure operator sharing expenditure with the town council. 3. Lease to social enterprise café sharing the expenditure with the town council. <p>The operating options have been calculated based on the set-up of the Poundbury Pavilion in the Park operation which involves cafe and room hire. The structure of the hub set-up, i.e. the choice of which option to pursue has not been determined in the application. It is proposed that a full business plan will be developed in association with the most sustainable option if funding is awarded.</p> <p>The first floor of the building is proposed for use as a shared working space, with surplus income from the commercial hire of that area will be used to offset the cost of your support services what area planned to run from the building. The aim is to partner with a social enterprise which operates shared workspaces. While the use of surplus income to develop support services is welcome, it may be a risk to make that commitment in the early years.</p> <p>A generous six-month rent-free period for the café at start-up is proposed. Consideration should be given to a reduced rent for the first six months to encourage community collaborators and stakeholders and provide some income while allowing the café to become established.</p> <p>The town council will have an active role in managing the hub in the short and long term. The café operator is expected to manage the facility on a day-to-day basis. The town council's external landscape contractor team will maintain and manage the open space areas as part of their work schedule.</p>

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				<p>Indicative income and expenditure figures are provided, proposing two tier hire charges. This arrangement could impact on the viability in the short term. Consideration should be given to introducing such an arrangement once income/expenditure levels are more established and known.</p> <p>Issues identified with the operating model options:</p> <ul style="list-style-type: none"> • The Volunteer run option shows no income from the café. No costs for cleaning included. • Hospitality Operator option – lettings income shown as going to Shaftesbury Town Council, but the running costs should be split 50/50 if run by an operator. • The Social Enterprise Café option includes income for Employment Grant Support, however there is no guarantee of receiving a grant and no evidence submitted to show how/when a grant would be applied for. It takes half the costs of running the hub but would only be running the café area. <p>Consideration should be given to extending the café operation to five days a week. Possibly include weekends to maximize income potential.</p> <p>The application notes that income from the community space and café when run by social enterprise will go directly to Shaftesbury Town Council. It should be a requirement that this is ringfenced for the future running and maintenance of the hub.</p> <p>The town council has a strong democratically established position with published articles of association, up to date financial records, and a sound budget position with access to wider resources providing assurance over long-term governance capability.</p>

Parameter	Yes	No	NA	Comments
Is there evidence of mechanisms for monitoring project outcomes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>If successful, a detailed project plan is proposed which will set out a schedule of works for the contractors as developed by the project administrator. Information regarding the delivery of the project is to be reported to Shaftesbury Town Council on a quarterly basis.</p> <p>The proposal doesn't explain how the long-term operation of the facility will be monitored and reported. For example, usage, booking data, and testimonies.</p>
(i) Town or Parish Council, & their endorsement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	There is evidence of approval from Shaftesbury Town Council at a full council meeting on Tuesday 19 September 2023, demonstrating support for the submission of s106 application. In July 2024, there was a member motion to allow Dorset Council to consider both the Town Council and Mampitts CLT proposals for s106 funding on their own merits.
(ii) others	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In addition to the formal support shown by the town council, the proposal has extensive and recent evidence of community engagement stretching back to 2021 with over 4,000 leaflets distributed to SP7 8** postcodes seeking public opinion of community needs. More recently in September 2023, two pop-up events were held for the community to review the draft plans using feedback from earlier consultation.

Parameter	Yes	No	NA	Comments
Does the proposal fit the policy for which planning obligation was established	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The provision of community hall, play equipment, landscaped areas, car parking meets the requirements for which the planning obligation was established.</p> <p>The s106 states that <i>‘in the event that a neighbourhood hall is constructed on the neighbourhood hall site, the neighbourhood hall shall not be used for any other purpose other than as a creche, nursery, school, public hall or for purposes within D2 of the use classes order 1987 (as amended), and the remaining land which forms for the neighbourhood hall site shall be available for community purposes primarily being for recreation and/or for use as a cemetery or allotments (if required)’</i>.</p> <p>The inclusion of a community café is regarded as being ancillary to the main uses.</p>
Is there evidence of planning permissions sought/received	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The proposal requires planning permission as the nature of the intended uses is classed as development and will materially change the current land use. Planning application P/FUL/2023/05314 was submitted by Mampitts CLT on 13th September 2023 and was recommended for approved at the Northern Area Planning Committee on the 5th March. The Planning Committee resolved to grant approval and a decision notice was issued on the 8th March 2024.</p>

Parameter	Yes	No	NA	Comments
<p>Is there evidence of meeting additional funding requirements</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The total project cost estimate of £949,000 is soundly based on recent quotations and estimates from local building contractors. Within this, the proposal includes a contingency reserve sum of £40,785.85 (4.3% of the overall project cost), to address potential inflation and cost escalation. It is unclear how this figure has been calculated.</p> <p>The total project cost exceeds the current available budget by approximately £72,721.90.</p> <p>The project is entirely reliant on s106 funding to build and maintain the proposal. There are no other sources of funding identified, e.g. grant funding, donations, fundraising, though there is some reference to having explored lottery funding in covering emails. It is recognised that there are difficulties in securing external funds without ownership or control of the land.</p> <p>The proposal expects the financial overspend to be met by s106 financial contribution payments from the Wincombe Lane (Barrett Homes) development in Shaftesbury. The financial contribution payments from that development will include contributions toward the provision of community venues. Dorset Council has received the first tranche of contributions from that development, and so could accommodate the level of estimated overspend through those funds already received.</p> <p>In addition, the proposal expects to draw on commuted sum payments for the management and maintenance of the land. The commuted sum payment is due on the transfer of the land to Dorset Council (from Persimmon). The CLT intend to draw on this payment to support the management and maintenance of the play area and open spaces. The CLT would be agreeable to receiving this from Dorset Council as and when required for grounds maintenance and play equipment upkeep.</p>

<p>Does the proposal provide verifiable and realistic costing</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> <p>A detailed and comprehensive Project Budget Costs spreadsheet supports the application. This provides estimates for all expenditure based on up-to-date quotes from local builders and suppliers and is considered verifiable and realistic. The quotes relate to all aspects of the build including works to the hall, car park, and landscaped areas. Within the project costs are professional costs incurred by the CLT Trustees to date. Some of these costs relate to areas of work not connected to the current proposal or planning application and are not appropriate to reimburse, these include legal fees associated with establishing charitable status, legacy architect fees, and some fees associated with public engagement.</p> <p>Separately, the proposal includes details of the community building operation. The costs informing this are based on estimates from other village and community facilities including halls in the settlements of Stourpaine and Motcombe. The operating model details positions of responsibility. Many of the positions are to be held voluntarily by CLT Trustees. Paid positions include bookings clerk and cleaner.</p> <p>There is no suitable guarantee that positions will remain free of cost should trustees' positions change. Should these roles become paid positions, the annual anticipated costs will be significantly higher. Anticipated running cost of £10,000 per year are forecast and have been drawn from the comparison exercise with other nearby community facilities. A detailed breakdown of the costs is provided.</p> <p>The CLT expect to receive annual income in the range of £15,000 to £20,000. This is based on the income generated by Stourpaine Village Hall with uplift due to the availability of more hireable rooms and the events field within the Mampitts Green proposal. The CLT identify the potential for ticketed or pitch fee income to supplement room hire. Beyond the comparison with other facilities, and the inclusion of indicative hire rates of the main hall, café and events area, the proposal provides limited evidence of anticipated income. A cashflow forecast spreadsheet accompanies the proposal but projected income from the café does not feature in the cashflow. The cashflow income includes an annual contribution of £1,000 from donations and legacies, and income from the commuted maintenance sum. The cashflow income includes an uplift in years two, five, and eight. In contrast, there is little to no variance in uplift for expenditure over the same period, which would be expected to increase cumulatively.</p> <p>The proposal relies on surplus income generated from hall and events field hire to help pay for future maintenance of the hall. Higher running costs and/or lower than predicted revenue would result in a reduced surplus and possible shortfall of funds to support the maintenance of the building. There is no demonstration of addressing this potential scenario in the proposal.</p>
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Parameter	Yes	No	NA	Comments
Is the delivery timescale realistic and achievable?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>The project intends to start in earnest on confirmation of the successful nomination and indicates completion of works by the end January 2026. A project plan schedule accompanies the application providing a month by month programme taking the project forward through stages of tendering and delivery. Construction is programmed to last approximately nine months, commencing in May 2025.</p> <p>Given that the land currently remains in control of Persimmon Homes, and planning permission requires preliminary works, this timeframe is considered optimistic.</p>
Is there evidence of mechanisms for project management (suitably qualified personnel etc.)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The project will be managed by trustees of the Community Land Trust with an RIBA Client Advisor overseeing the design and delivery stages. The Trustees have limited experience and track-record.
Is there evidence of insurance coverage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No, but the application indicated this will be provided once funding is awarded.

Parameter	Yes	No	NA	Comments
<p>Is there evidence of viability & long-term management capacity</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>See also section on verifiable and realistic costings.</p> <p>Governance of the project focuses on the recent change in charitable status of the CLT from CIC to CIO. The proposal includes supporting documentation detailing the constitution of the Mampitts Lane Community Land Trust CLT CIO. The constitution details the powers of the CLT CIO and associated Trustees; controls over the payment of goods; and the liability of members in the event that the CLT CIO is wound up. Evidence of bank accounts and bank statements haven't been provided, and as such it is not possible to ascertain how financially solvent the CLT currently are.</p> <p>The proposal is reliant on income from hiring out of the internal and external spaces. The application makes a passing mention of the possibility of organising car boot sales or events to increase income, but no further detail is set out within the options considered.</p> <p>There are two paid positions comprising of a bookings clerk and cleaner, who would receive £100 per month (£1,200 pa) and £30 per week respectively. These costs appear low and unrealistic for the level of responsibility that is expected.</p> <p>The CLT will use a Trustee to act as Treasurer and an external accountant has provided a fee of £600 per annum to prepare simplified accounts on an annual basis.</p> <p>The operation proposes using a cashless system; however, this could disadvantage some member so the public and prevent them from being able to use the hall.</p>

Parameter	Yes	No	NA	Comments
Is there evidence of mechanisms for monitoring project outcomes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The proposal indicates that trustees will liaise closely with DC officers to inform of progress prior to the release of funding, but there is no indication or detail how the project will be monitored in the long-term, for instance the preparation and sharing of reports setting out performance including details of bookings, testimonies etc.
(i) Town or Parish Council, & their endorsement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Evidence is included of endorsement of the proposal by Shaftesbury Town Council – dated 16 th July 2024.
(ii) others	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>No further public engagement has occurred since 2021 when public engagements events were arranged outside of the local convenience store on Mampitts Lane. The proposal has the backing of a petition circulated in 2020. This has not been updated or revisited.</p> <p>Despite the efforts early on to engage with the community, there doesn't appear to have been any community fundraising to support the project and the budget position. Likewise, there doesn't appear to have been any recent community engagement to demonstrate continued support for the updated proposals.</p> <p>No supporting evidence has been provided to show endorsement from local community groups.</p>

Comparison of S106 Funding Application Assessment – Oct 2024

Assessment Criteria	Shaftesbury TC	Shaftesbury CLT CIO
Does the proposal fit the policy for which planning obligation was established	Yes – fulfils requirement set out within S106 agreement. Detailed consideration of planning application confirms uses appropriate to the s106, ancillary uses ok.	Yes – fulfils requirement set out within S106 agreement. Detailed consideration of planning application confirms uses appropriate to the s106, ancillary uses ok.
Is there evidence of planning permissions sought/received	Yes – second planning application submitted April 2024. Northern Area Planning Committee resolved to grant planning permission on the 1 st October 2024.	Yes – Full planning application submitted on 13 th September 2023 and approved 8 th March 2024.
Is there evidence of meeting additional funding requirements	Yes - project cost exceeds application budget by £24k, but the Town Council intend to provide additional funds through 25/26 budget, though position not guaranteed in submission. The Town Council could also apply for the additional funding from the £113k Wincombe Lane development.	Yes – project cost is £72k more than the S106 funds available application stage, but additional £113k now available through Wincombe Lane development.
Does the proposal provide verifiable and realistic costing	Partial: Yes – costs provided by an architect / landscape architect. No - BCIS cost estimate based on proposed floorspace, no building contractor cost estimates or quotes at present. Contingency is amount is low and considered optimistic.	Yes – very comprehensive in respect of project delivery elements, build fit out etc. Less detail in respect of operational costs.
Is the delivery timescale realistic and achievable?	Partial: Yes - timescales provided No - Town Council proposal assumes a 6-8 month build programme, which is considered ambitious,	Partial: Yes - timescales provided. No - completion of the project by January 2026 is considered ambitious, as commencement of the

	particularly as commencement of the project may be delayed due to the land transfer process.	project may be delayed due to land transfer process.
Is there evidence of mechanisms for project management (suitably qualified personnel etc.)	Yes – the Town Council is employing an experienced project support consultant to support and guide them through development of the project. Land management and maintenance to be supported by the Town Council grounds team.	Partial: Yes - project delivery stages to be led by RIBA Client Advisor will oversee delivery. No - operational leads will be CLT Trustees acting as volunteers with limited experience and track-record.
Is there evidence of insurance coverage	No – not provided yet, to be provided on confirmation of funds.	No – not provided yet, to be provided on confirmation of funds.
Is there evidence of viability & long-term management capacity	Yes - three options for operating the community hub are presented, although a decision had not been made on which operating option to use. Only indicative income/expenditure figures and commitment to develop a full business plan in the future. Published articles of association, up to date financial records, and a sound budget position with access to wider resources provide assurance over long-term governance and management capability.	Partial: Yes - constitution provides some detail about the governance of the CLT CIO. Supporting information provided to detail roles and responsibilities. No - limited evidence for succession planning in the event that positions or finances change. No evidence of provided of CLT's current financial status with only limited information to draw from the Charities Commission.
Is there evidence of mechanisms for monitoring project outcomes	Partial: Yes – detailed project plan for schedule of works is proposed and quarterly progress updates reported back to STC No – proposal doesn't provide any details about the long-term monitoring of the operation of the community hub	Partial Yes - some detail about the reporting process provided. No - proposal provides limited detail about the long-term monitoring of the operation of the community facilities.
Town or Parish Council, & their endorsement	Yes – endorsed by Shaftesbury Town Council.	Yes – endorsed by Shaftesbury Town Council