

GREATER LONDON AUTHORITY

[REDACTED]
(By email)

Our Ref: MGLA090320-4601

13 May 2020

Dear [REDACTED]

Thank you for your further request for information which the Greater London Authority (GLA) received on 8 March 2020. Your request has been dealt with under the Freedom of Information Act (FOI) 2000.

You asked for:

- 1. We would like to request a copy of the most up to date Good Growth Fund bid made by Hackney Chinese Community Services (HCCS) including all the updates made by the applicant. We would like to also request all communications and information / attachments / documentations relating to the HCCS bid.*
- 2. We also wish to make an FOI request for all documentation/communications relating to both the HCCS and BKHA/Kanlungan bids before and after the process of assessment by the GLA panel both of the HCCS stage 1 Good Growth bid and the Bahay Kubo/Kanlungan stage 1 bid.*
- 3. In one of the communications we received through a previous FOI request, it stated that the GLA compared the two bids side by side. We should like to receive copies of all documentation showing how each of these bids were scored, and according to what criteria, and for each element of the two different bids, as well as any other documents which show the process by which one bid was regarded as having more merit than the other. This should include any notes and records of the panel deliberations relating to the two bids, including handwritten notes.*

Our response to your request is as follows:

Please find attached the information the GLA holds within scope of your request. Please note that some of the content within the HCCS application some of the original supporting is exempt from disclosure under section 43 (2) Commercial interests of the Act.

A commercial interest relates to a person's ability to participate competitively in a commercial activity and in this instance, involves information which is subject to negotiations and ongoing commercial dialogue. Disclosure would be likely to prejudice the ability of HCCS in their negotiations and finalising actual agreements.

Section 43(2) constitutes a qualified exemption from our duty to disclose information under the FOIA and consideration has to be given as to whether the public interest favouring disclosure of

the information covered by this exemption outweighs the public interest considerations favouring maintaining the exemption and withholding the information. In this instance we regard it not to be in the public interest to release information into the public domain that would be likely to affect the way in which the applicant is able to negotiate with contractual agreements with other third parties.

Please note that names and contact details of members of staff and third parties are exempt from disclosure under s.40 (Personal information) of the Freedom of Information Act. This information could potentially identify specific employees and as such constitutes as personal data which is defined by Article 4(1) of the General Data Protection Regulation (GDPR) to mean any information relating to an identified or identifiable living individual. It is considered that disclosure of this information would contravene the first data protection principle under Article 5(1) of GDPR which states that Personal data must be processed lawfully, fairly and in a transparent manner in relation to the data subject.

If you have any further questions relating to this matter, please contact me, quoting the reference at the top of this letter.

Yours sincerely


Information Governance Officer

If you are unhappy with the way the GLA has handled your request, you may complain using the GLA's FOI complaints and internal review procedure, available at:

<https://www.london.gov.uk/about-us/governance-and-spending/sharing-our-information/freedom-information>



OPEN PROJECT SYSTEM

Hackney Community Bath House

Status: Stage 2 Submitted

Project summary report

Project ID: P16055

Good Growth Fund Round
3

Good Growth Fund Round 3

Project Details

Unapproved changes on 14/01/2020 by

Project title

Hackney Community Bath House

Bidding arrangement

HACKNEY CHINESE COMMUNITY SERVICES ASSOCIATION

Organisation name

HACKNEY CHINESE COMMUNITY SERVICES ASSOCIATION

Programme selected

Good Growth Fund Round 3

Project type selected

Good Growth Fund Round 3

Description

We will regenerate the derelict Old Bath House, in Hackney. It was previously a slipper bath and for nearly 40 years housed the An Viet Foundation, a Vietnamese refugee/community group.

Since 1985, HCCSA have provided health, social, legal and community support to local Vietnamese and Chinese. As LB Hackney has offered us new premises, we aim to create a unique centre that transforms the East Asian landscape, supporting Vietnamese, Chinese and other East Asian communities.

The new centre will host a social enterprise kitchen, and provide flexible working space, community and cultural facilities. We will support social and economic activities, and partner with local organizations, to regenerate the area, fostering greater cohesion and contributing to the local socio-economy.

LB Hackney has allocated £400000 for structure and compliance. Our recent crowdfund campaign attracted 431 backers who helped us fund £53,000 to equip the kitchen. We gained support from local and national press.

Organisation Details

Unapproved changes on 14/01/2020 by [REDACTED]

Type of Organisation

Charity

Charity Number

800142

Is your organisation VAT registered?

no

Main Contact Name

[REDACTED]

Main Contact Telephone Number

[REDACTED]

Main Contact Email Address

[REDACTED]

Secondary Contact Name

[REDACTED]

Secondary Contact Telephone Number

[REDACTED]

Secondary Contact Email Address

[REDACTED]

Community Support and Engagement

Unapproved changes on 31/01/2020 by [REDACTED]

Describe any complementary projects or initiatives that already take place in the local area and how your project will relate to them

Large number of community projects exist in Hackney, but many are inaccessible or have no connections with members from East Asian communities often due to language or cultural barriers. HCCS has been working as a link to many local projects to introduce their services to our users. We have excellent working relationships with both voluntary and statutory groups. Including local Council, HVCS, Lunch Club Networks (we are 1 of 12 clubs) , Ageing Well Initiative, Alzheimer's Society (jointly held awareness workshop at HCCS), mutual referrals with member project of the Hackney Advice Network.

Have you undertaken any local engagement to date for your proposed project?

yes

Provide details of any existing or planned local engagement for your project

The concept of an East Asian Resource Centre project started about 3 years ago, the whole journey has been a series of engagements with many different groups. Existing engagements included; partnership with An Viet Foundation in developing services for the local Vietnamese community. Planned engagements: will be working with Jun Mo Generation (an experienced local community development group) to use the Hackney Carnival as a platform to engage with many local community groups of different ages with different skills. To actively engage with a network of over 70 East Asian food

different ages with different skills. To actively engage with a network of over 70 East Asian food entrepreneurs.

Describe how your project has secured local support, setting out evidence that there is a demand for your project

Our Crowdfund London appeal raised £53842 to renovate the kitchen. We gained 434 backers; 425 were individuals with a 94% support rate. They came from our minority communities, from Hackney locally, and some from the wider London region. Our appeal attracted 2.5 times the average number (179) of backers per crowdfunding project. Comments from the backers included: 'A really innovative project and looking forward to it all!' and "Happy to support this fantastic project". Our success was supported in local and national press: Hackney Gazette, Hackney Citizen, Evening Standard and The Guardian.

Which Londoners with protected characteristics or facing other disadvantages will benefit from this project, and how?

The project's targeted at members of East Asian communities living in London. These communities are often the minorities of the ethnic minorities, often invisible and unheard in terms of mainstream service design and delivery. Currently our Centre (HCCS) serves people from Hong Kong, Macau, China, Malaysia, Singapore, Philippines, Laos, Cambodia, Thailand and Burma. Our working with second generation members from these communities find that their identity as ethnic minorities in UK share an experience of common identity as East Asian, greater than their country heritage identity.

The fact that HCCSA is a social welfare organisation many of the people who seek service from us are often women, older people, people with disabilities, on low income, with insecure immigration status or living with physical and mental health issues. We offer a range of services to assist and support to these user groups. Our Advice Project is supporting people to access housing, welfare rights, income maximisation eg state pension entitlement and supports to domestic violence survivors, deal with eviction, racist attacks etc. Our Health Advocacy Project works at 4 different levels. 1) with primary health providers eg GPs, physio departments 2) work as an advocate for patient at GP surgeries. 3) work with local health projects to introduce their services to our user groups eg Alzheimer Society 4) bring specialist health professional on site to provide direct service eg. Eyes & hearing tests.

How will your project work to improve social integration in the local community?

The renovated centre will provide a safe space for East Asian communities to meet and develop mutual supports. It will be a hub for activities, services and festivities reflecting East Asian cultures which are also opened to the general public.

The project will improve social integration at 3 levels: 1) Physical environment - accessible, welcoming & equitable space usage 2) Direct services/ activities - opened & accessible to all. All users have a voice in design, delivery & evaluation 3) Management Committee - good representation of different user groups to be involved at this level 4) Clear concerns & compliment policy - sets out a clear and constructive system of how concerns will be dealt with.

Many of East Asian communities moved into Hackney at a time of declining public services. Our frontline services are vital in supporting these vulnerable groups in integrating and connecting to the wider society. The Old Bath House project will provide the space and support for community development, capacity building and self-organisation.

Social integration work requires resources, space and time. The new building is designed to enhance the original features, reflecting East Asian cultures. It will be fit for purpose in providing a welcoming space for all communities. The multi-cultural and multi-generational activities will encourage and enhance mutual understandings, tolerance, collaborations and social integration between these different cultural groups.

How does your organisation's work connect with London's diverse communities and ensure access and inclusion?

The project's mission is to serve multi-communities, multi-faiths and multi-cultures, offering opportunities in sharing the richness of diverse traditions and cultures. Ensuring equal physical and services access to all. All users will be treated with dignity and respect irrespective of their cultures and ethnic backgrounds.

Our organisation's services/activities and resources are opened to all. We have 30 years track record of

Our organisation's services, activities and resources are opened to all. We have 30 years track record of working with different community groups. We have policy and procedures in place to ensure users that we have a system to address any dissatisfactions/concerns on the how services are delivered or the people are treated.

Recently our organisation was invited to be part of the 2020 London Lord Mayor's New Year Parade to showcase community solidity and joint working in London. During past Chinese New Year celebrations, we have worked with many different local community groups eg Vietnamese, Filipino Women's Group, local Martial Arts Groups. This year we will be working an additional partner - the Potluck Club (a group of chefs from East Asian communities) to introduce their culinary skills to a wider audience. We also been invited to work with local schools to share EA cultures and contributions in the local area.

With the increased space in the new Centre we will be able to deliver our vision of utilizing the Hackney Carnival as a focal point to develop many activities to attract and work with EA communities and other diverse local groups.

Currently how does your organisation involve Londoners with protected characteristics or facing other disadvantages?

In earlier text we outlined how our organisation involved Londoners with protected characteristics, here we will talk about how we currently involve people with low income and or insecure immigration status. We involve them in the following area:

1. In service design - when we proposed new projects, we consult different user groups at the project design stage to sense check how best to meet their needs. Eg. Content, frequency, timing of proposed projects
2. In service delivery - majority of our services users are from low income families or on low income eg unemployed, older people or people with insecure immigration status.
3. Enabling their needs/voices are heard - we act as a bridge facilitating mainstream service providers to consult with East Asian communities eg recently we help a local CCG consultation workshop in GP services; the Alzheimer Society - reviewed how they could better serve the local EA members.
4. Beneficiary of direct services/projects/events - we provide direct service to support these groups of people to deal with their daily lives in accessing mainstream services eg housing, welfare rights, DV, policing, racism, debt issues.
5. Capacity building & encouraging resilient - we actively encourage and support service users to become service contributors by participating/volunteering in other projects and events held at HCCS. Our experiences have shown us that this is an effective way of gradually building their confidence and resiliency.

Milestones

Unapproved changes on 02/02/2020 by [REDACTED]

MILESTONE	DATE	DESCRIPTION	CLAIM STATUS
Application of LBH Main Grants	14 / 09 / 2019	2 years revenue grants (not successful)	Claimed
Co-design & consultation	15 / 09 / 2019	Co-design & consultation with existing community centre users for dining area and multipurpose community space	Pending
[REDACTED] [REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

GGF Stage 1 Deadline	14 / 10 / 2019 DATE	Good Growth Fund R3 Stage 1 deadline DESCRIPTION	CLAIMED STATUS
GGF Stage 1 Results	16 / 12 / 2019	GGF R3 Stage 1 application successful	Claimed

HCCSA CK - Re-survey & Tendering	28 / 01 / 2020	HCCSA carry out surveys for the Community Kitchen after the squatting and start Invitation of tendering	
LBH Re-Survey	31 / 01 / 2020	LBH carry out further Structural and Invasive investigation	Pending
Crowdfund London deadline for obtain lease	31 / 01 / 2020	First milestone moved to a suitable date in line with LBH's contractor starts on site	Pending
GGF Stage 2 Deadline	03 / 02 / 2020	GGF R3 Stage 2 application deadline	Pending
RIBA WS 3 - Developed Design	28 / 02 / 2020	Tenant works developed design and scope of works (including Community Kitchen). Clarity on scope of works by LBH	Pending
LBH Finalise Scope of Works	28 / 02 / 2020	Finalise LBH's scope of work with incorporation of HCCSA's changes	
LBH Planning Application	28 / 02 / 2020	LBH submit planning application	
LBH Cabinet Consider a 10 Years Lease	15 / 03 / 2020	LBH requests Cabinet to approve a 10 years lease to HCCSA in order to fulfill GGF requirement	
RIBA WS 4 - Detailed (Technical) Design	30 / 05 / 2020	Complete detailed technical design by Architecture 00	Pending
LBH Works Commencement	01 / 06 / 2020	LBH starts landlord's works	
HCCSA Start Tender Process for DA & CS	01 / 06 / 2020	Negotiate tender with selected LBH contractor on separate procurement contract for Tenant's works	
LBH Works Completion	23 / 08 / 2020	LBH completed landlord's works	
HCCSA CK - Contractor Appointment	31 / 08 / 2020	HCCSA appoint successful contractor and start acquire kitchen equipment/appliances	
HCCSA DA/CS - Tendering Completed	31 / 08 / 2020	HCCSA appoint contractor for the DA & CS works	

HCCSA Sign CVS Lease with LBH	31 / 08 / 2020	HCCSA will enter the CVS Lease with LBH	CLAIM STATUS
	DATE	DESCRIPTION	

Governance	01 / 09 / 2020	Governance - Setup workspace operator & running of venues to hire	Pending
RIBA WS 5 - Construction	01 / 09 / 2020	Employ Sub-contractors and Project Manager.	Pending
Property handover to HCCSA	01 / 09 / 2020	LBH finish their compliance work and handover property to HCCS	Pending
Procurement of Office sublets	14 / 09 / 2020	Start setting up the sublet offices and hot-desks area	Pending
LBH Contingency Period	30 / 09 / 2020	HCCSA allows a contingency period for LBH to complete landlord's works	
Kitchen renovation and refurbishment	01 / 10 / 2020	Start Community Kitchen's renovation	Pending
HCCSA DA/CS - Tenant's Work Commencement	01 / 10 / 2020	HCCSA starts renovation works at Dinning Area and Community Space	
Completion of Kitchen	15 / 11 / 2020	Renovation and modernisation of the community kitchen (as part of crowdfund London) is completed and fully functional. PotLuck-party activation/launch prior to works to raise awareness	Pending
HCCSA CK - Trial Run	30 / 11 / 2020	HCCSA completed a 2 weeks trial runs of the Community Kitchen	
RIBA WS 8 - Handover	28 / 02 / 2021	All renovation works at DA & CS are completed	Pending
HCCSA Soft Opening of EACC	01 / 03 / 2021	HCCSA moves in and starts Trial Runs at the EACC	
RIBA WS 7 - Trial Run Completed	31 / 05 / 2021	EACC operational - All equipment etc are tested and satisfied.	Pending
Evaluation	30 / 08 / 2021	Complete 6 months evaluation report	Pending
EACC Full Operation	01 / 03 / 2022	HCCSA complete a 12 months Evaluation Report. HCCSA will operate fully at EACC for daily activities and becomes self-sustainable	

Budget

Unapproved changes on 02/02/2020 by [REDACTED]

Total project budget

YEAR	GLA CAPITAL CONTRIBUTION £	APPLICANT CAPITAL CONTRIBUTION £	APPLICANT REVENUE CONTRIBUTION £	TOTAL
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]			[REDACTED]	[REDACTED]
[REDACTED]			[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Risks and Issues

Unapproved changes on 03/02/2020 by [REDACTED]

Project Risk Rating

Overall Project Risk Rating

AMBER - Moderate risk level

Explanation of Risk Rating

The new building is twice the size of the premises HCCSA currently occupies. If this application is successful, it offers the opportunities of a renewed building to developing a resource centre for East Asian communities. However, there are also challenges and risks that this project has to overcome. HCCSA is aware of the risks and has developed strategies and plans to ensure the project can overcome the risks and challenges to bring the project to fruition. This project has three main risk areas: financial risks, project management risks, and ability to run the centre after capital work completion. .

Project Risks

TITLE	DESCRIPTION OF CAUSE AND IMPACT	CATEGORY	INITIAL RISK RATING	RESIDUAL RISK RATING	STATUS	
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TITLE	DESCRIPTION OF CAUSE AND IMPACT	CATEGORY	INITIAL RISK RATING	RESIDUAL RISK RATING	STATUS	
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Squatters in the building	The building was broken into three times since it was vacant in 2017. The building was squatted from April - September 2019 causing significant interior damage. Continued vacancy attracts vandalism and squatters, risking further damage to the building and the Vietnamese historical records. It causes anti-social behaviour, nuisance to the neighbourhood, with threats and neighbouring break ins.	Other	12 Significant	2 Low	Open	
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TITLE	DESCRIPTION OF CAUSE AND IMPACT	CATEGORY	INITIAL RISK RATING	RESIDUAL RISK RATING	STATUS	
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Centre Management	The building offers multiple facilities, which can potentially be used throughout the day. Staff capacity is a risk, as insufficient operational management capacity may lead to reduced efficiency. Investing in the correct level of staff and volunteers allows us to make full potential of facilities offered. Additional senior staff will ensure robust administration, outreach and system support.	Outputs and Targets	6 Moderate	2 Low	Open	
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TITLE	DESCRIPTION OF CAUSE AND IMPACT	CATEGORY	INITIAL RISK RATING	RESIDUAL RISK RATING	STATUS	
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Financial risk	The building is an old building originally designed for different purpose. The cost to restore the building is high. The Austerity policy reduced the Council's ability to invest in the building. It approved a budget of £400,000, barely enough for the works on the structure, compliance and utilities. The incoming tenant HCCSA will have to find resources for interior works.	Financial	8 Moderate	1 Low	Open	
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TITLE	DESCRIPTION OF CAUSE AND IMPACT	CATEGORY	INITIAL RISK RATING	RESIDUAL RISK RATING	STATUS	
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Project Management	The project has many elements of different designs and purpose, the tight time frame for the Council's landlord works, the community kitchen, and the GGF funded works on interior are scheduled one stage after another very closely. There are areas of overlapping works and work demarcations. These require very experienced capital project manager to oversee the project to bring it to fruition.	Outputs and Targets	8 Moderate	1 Low	Open	
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TITLE	DESCRIPTION OF CAUSE AND IMPACT	CATEGORY	INITIAL RISK RATING	RESIDUAL RISK RATING	STATUS	
Security	The boiler houses and the chimney at the back of the garden are vacant dilapidated for half a century. These structures and the surrounding area are potentially unsafe. They are vulnerable to squatters or other anti-social behaviour offender to use.	Other	6 Moderate	1 Low	Open	
Slippage on Structural Repairs and Restoration	The Council now found that some of the structure works requires planning permission due to the fact that the Old Bath House is in the De Beauvoir Conservation Area. Given the age of the Old Bath House, it is anticipate that there may be hidden problems that impact the renovation of this building	Outputs and Targets	3 Low	1 Low	Open	

	this building.					
TITLE	DESCRIPTION OF CAUSE AND IMPACT	CATEGORY	INITIAL RISK RATING	RESIDUAL RISK RATING	STATUS	

Planning consent	<p>The Old Bath House is in the De Beauvoir Conservation Area, both the landlord exterior works and tenant interior works will require planning application to ensure compliance with conservation requirements.</p> <p>HCCS cannot make application until it has been granted the lease. The lease requires a report to the Hackney Cabinet for decision, this may cause delay to the tenant works.</p>	Environmental	2 Low	1 Low	Open	
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Project Issues

TITLE	DESCRIPTION OF ISSUES AND IMPACT	IMPACT LEVEL	STATUS	
Lease	LB Hackney's Voluntary and Community Sector (VCS) Letting Policy stipulates that the standard CVS lease is for a 5 years term. The GGF expressed its preference for a lease of ten year time frame or longer. A longer lease beyond 5 year will require LBH Cabinet	Green - Low	Open	

TITLE	DESCRIPTION OF ISSUES AND IMPACT	IMPACT LEVEL	STATUS
	approval to act outside the normal policy		

Slippage	LB Hackney original plan was to have landlord works started in mid 2019. The plan was abandoned due to squatters occupied the building from June to October. Following re-possession the Council has to re-schedule the works due to damages caused by the squatters. The slippage impacts on the timeline of project's community kitchen and interior renovation.	Green - Low	Open
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Site Ownership and Permissions

Unapproved changes on 31/01/2020 by [REDACTED]

Do you currently have access to the site(s) for your project?

Yes

Does your organisation have a controlling interest over the proposed site(s) for your project?

Yes, we have a lease

Briefly describe the nature of the lease

Under the LB Hackney VCS Letting Policy, the usual lease length is 5 years. LB Hackney was committed to offer this term before 31.01.2020 to meet the GLA's Crowdfund London funding condition. However, through on-going negotiations the Council is willing to support 10 years lease after GLA expressed its preference in the formal Stage 1 application feedback. The approval process would require a Cabinet decision and it is planned to be tabled in March 2020. In the meantime, the Council has provided an in-principle letter, supporting a longer lease. Please see attachment in Block 14.

Do you need planning permission for your proposed project?

Yes, application submitted

Provide more details

Please note, we've responded to the above question with Yes, application submitted (as that was the most appropriate option available) to reflect the fact that LBH will submit an application for Planning/Listed Building Consent for the combined Landlord's and Tenant's Works to mitigate the requirement for 2 separate applications and additional programme time.

Management, Design and Evaluation

Unapproved changes on 03/02/2020 by [REDACTED]

Does your organisation have experience of delivering capital projects more than £1m in value?

no

How will you be managing this project?

External consultant

Provide details of the skills and expertise of the proposed project manager for this project

BWA covers the whole spectrum of Cost Consultancy/Project Management (PM) /Facilities Consultancy as well as having over 40 years' experience advising on the economics of providing Community Facilities. Their expertise covers the whole spectrum of valuation, cost, life cycle costs, etc. so they are able to look at any set of design proposals in a holistic way. John has 45 years' PM experience.

If you need to appoint new staff or external consultants to manage the project, please provide details of the proposed arrangements

HCCS will contract J. Desmond (BWA) to provide project management (PM) services using a RICS standard form of appointment for PM and Quantity Surveyor services. We will contract Architecture 00 for architectural and design team lead services using an RIBA Concise Contract (2018). Architecture00 will subcontract and manage subcontractor specialists including landscape, structures and M&E services.

Do you need to procure design expertise to deliver the project?

Yes

Will you be using design services for this project?

yes

Briefly describe the focus of design work required for the project to progress

Architecture 00 has currently prepared concept design (WS1-2) work for HCCS. The design work to be delivered will focus on the Tenants Works to upgrade the building from Landlords Works. This includes support to co-ordinate the scope of work to co-ordinate the 2 packages of work. This co-ordination includes design of the building circulation, accessibility to internal and external areas and key utility services. The Tenants Works is anticipated to comprise CAT B and Furniture, Fittings and Equipment including the fit out of a commercial kitchen, installation of mobile internal walls to form events and training classrooms, furniture to support the operation of the building for its community uses, and decorations aligned with the identities of the planned user groups.

Does your project require design work in any of the following areas?

Multiple of the above categories

How far progressed is the procurement of these design services?

Design team already appointed

How was/will the design team procured? If already procured, also state the name of the appointed design team.

Architecture 00 has been currently appointed to provide Concept Design services. 00 have been asked to provide a further quotation for design services to deliver the Tenants Works package. If HCCS are successful in their Good Growth Fnd funding application, 00 will be appointed under a RIBA Concise contract (2018) for complete design services for the remainder of WS 2-6.

Up to what design stage is covered by this procurement?

Construction

Briefly describe how you will be securing high quality design post-planning consent

LB Hackney are submitting for Listed Building Consent, the required application for alternations to the fabric of the building based on RIBA WS3 information. This application will cover both the Landlord's Works and appropriate parts of the Tenant's Works. It should be noted that much of the subsequent Tenant's Works fall outside the requirement for Listed Building Consent.

During the preparation for consent, Architecture 00 will be liaising and co-ordinating with LB Hackney's professional team to ensure any alterations to the Listed Fabric are undertaken by the Landlord. LB Hackney will subsequently procure a Contractor to undertake the Landlord's Works using their existing Contractor Frameworks.

00 and BWA will then prepare a WS3/4 tender package for the Tenant's Works to include a detailed level of drawings and specification to ensure quality. It is proposed that this will then form the basis of a negotiated D&B contract with the same contractor selected by LB Hackney based on the previously competitively tendered rates. By procuring an approved contractor that has met with LB Hackney quality assurance standards, HCCS will have security of construction quality. If a competitive price cannot be agreed through this negotiated route, a competitive tender for the Tenant's Works will be undertaken.

For specialist items such as bespoke joinery, graphics, or and key pieces of loose furniture, a series of small Traditional Contracts will be directly awarded by HCCS to specialist local contractors and artisans through a mini-tender process overseen by BWA.

Does your organisation have experience of delivering evaluation of a capital build project?
no

How will you measure performance against each of your output and outcome measures to understand project performance?

No. Therefore, HCCS have identified the Architecture 00 and BWA (for Project Management) as an experienced team which worked on many public and voluntary sector projects together before to provide services to manage the project on HCCS' behalf. The team has been identified based on their understanding of GGF funded projects, experience in the design and delivery of community workspace and events space buildings and working with community organisations.

However on the services/activities aspects HCCs will measure performance against each of the out & outcome measures by using a mixed of quantitative and qualitative measures. Quantitative measures could include numbers, percentages of people/events attended/delivered. Qualitative measures could be changes/observations/comments made in people. views/experiences/perceptions. Measuring outcomes is about evaluating the impact (difference made as a result of an intervention) of the of the outcomes set/selected at the start of the project. Outcome measures could be confidence level, different social relationships created, general well-being, perception of how much feel they are in control of their circumstance. We will be using the GLA's Outputs & Outcomes datasheets as reference document to ensure S.M.A.R.T outputs and outcomes are set at the start of the project.

Does your organisation have capacity to capture and report project progress on a regular basis?
yes

How will you track the impact and legacy of your project in the longer term, after the Good Growth Fund delivery has finished?

As part of the Project Management services, BWA will be able to conduct regular site visits and report back to HCCS on delivery of the construction contract. BWA will meet regularly (weekly) with the contractor to assess which items have been delivered and the quality to which they have been provided prior to sign off. BWA will also hold regular client update meetings to review any issues.

After the GGF has finished, in the long-term HCCS will track the impact and legacy of the project by a mixture of annual sample user satisfaction/impact survey and case studies. We keep attendance records of all of our events, in addition all of our funded services are required to have a form of users' experience surveys to be returned to the relevant funding bodies. Some of the questions could be on number of users have accessed the space (eg no of visits, no of events attended), impact of accessing the space/activities/services on their health and wellbeing (eg feel less isolated, more friendships created). We will continue to track on the 4 themes set out in the GLA Output & Outcome guidance ie 1. in the area

of people empowerment, 2. the impact of the physical spaces within the renovated building and it's outdoor areas. 3. in the area of growing prosperity eg number of entrepreneurs the project has supported, use of the community kitchen, business related events held.

The project logic model provides a clear way to think about the essential components of your project, setting the foundations for your evaluation. Complete & upload your project logic model

📎 S2 Blk 11 Logic Chain_FINAL.pdf

Outputs

Unapproved changes on 01/02/2020 by ██████████

Total project outputs 2020/21 to 2022/23

OUTPUT TYPE	VALUE	CATEGORY	FORECAST	ACTUAL	TOTALS
Direct	Number Of	Increase in business turnover	69		69
	YEAR	SUB CATEGORY			
	2020/21	N/A	15		15
	2021/22	N/A	23		23
	2022/23	N/A	31		31
Direct	Number Of	Increase in footfall	69,700		69,700
	YEAR	SUB CATEGORY			
	2020/21	N/A	5,700		5,700
	2021/22	N/A	28,000		28,000
	2022/23	N/A	36,000		36,000
Direct	Number Of	Increase in visitor satisfaction	3,479		3,479
	YEAR	SUB CATEGORY			
	2020/21	N/A	2,230		2,230
	2021/22	N/A	446		446
	2022/23	N/A	803		803
Direct	Number Of	New jobs being created and existing jobs being safeguarded	30		30
	YEAR	SUB CATEGORY			
	2020/21	N/A	9		9

OUTPUT TYPE	2021/22 VALUE	N/A CATEGORY	FORECAST	ACTUAL	TOTALS
	2022/23	N/A	11		11
Direct	Number Of	Number of businesses receiving support	75		75
	YEAR	SUB CATEGORY			
	2020/21	N/A	21		21
	2021/22	N/A	25		25
	2022/23	N/A	29		29
Direct	Number Of	Number of people who participate in a project	19,216		19,216
	YEAR	SUB CATEGORY			
	2020/21	N/A	9,134		9,134
	2021/22	N/A	10,082		10,082
Direct	Number Of	Number of vacant units being brought back into use	1		1
	YEAR	SUB CATEGORY			
	2020/21	N/A	1		1
Direct	Number Of	Number of volunteering opportunities created	1,980		1,980
	YEAR	SUB CATEGORY			
	2020/21	N/A	949		949
	2021/22	N/A	1,031		1,031
Direct	Number Of	Sense of belonging to an area	6,157		6,157
	YEAR	SUB CATEGORY			
	2021/22	N/A	2,677		2,677
	2022/23	N/A	3,480		3,480

Supporting Information

Unapproved changes on 03/02/2020 by [REDACTED]

Design documentation

- FINAL combined docs (1).pdf
- EACC_GGF_S2_Supporting Docs (8 sets).pdf

Letters of support

- FINAL combined letters of support.pdf

Other supporting information

Supporting Documents

Appendix 1 - Draft lease contract between HCCSA and LB Hackney

Appendix 2 - 7 Letters of support from local stakeholder organisations

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- Minik Kardes.pdf
- Jun Mo.pdf
- ConnectHackney.pdf
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Appendix 3 - 8 Architect's drawings of the building and concept

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Stage 2 ADDITIONAL SUPPORTING INFORMATION (uploaded as a single file) as follows:

S2_ SI_Doc 1 The Old Bath House East Asian Community Business Plan

S2_ SI_Doc 2 Jun Mo Generation Expression of Interest in Partnership Working

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S2_ SI_Doc 4 HCCSA Concerns & Complaints Policy

S2_ SI_Doc 5 LB Hackney Letter of Support for the Old Bath EA Community Centre Project

S2_ SI_Doc 6 Preliminary Budget Estimated for Fitting Out the Old Bath House by BWA
(Included Architect & Project Management Fees)

S2_ SI_Doc 7 Stage 2 Application Information Change Index

S2_ SI_Doc 8 The Old Bath House East Asian Community Centre Detailed Budget (Total 8 Sheets)

Option to submit a link to a video demonstrating community support for your project

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<https://drive.google.com/file/d/1lotQ8CS-1krCbWgwGYUBn1ujMMQJ4aHT/view?ts=5e30fd76>

Below is the link for a single supporting video from Potluck Club

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Partner Details

Unapproved changes on 03/02/2020 by [REDACTED]

Are multiple parties involved in delivering this project?

Yes

	NAME OF ORGANISATION	TYPE OF ORGANISATION	THEIR ROLE IN THE PROJECT			
	Advice in Hackney	Other public sector body	Advice in Hackney is HCCSA's delivering partner in its advice service to Chinese and Vietnamese people in housing, employment, debt, immigration, welfare benefits or any other special legal or general problem. It helps local advisors keep up on changes to the law or new government regulations.			
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	Architecture OO	Limited company	Architecture OO prepares concept design (WS1-2) work, it will focus on the Tenants Works to upgrade the building from Landlords Works. The Tenants Works is anticipated to comprise CAT B and Furniture, Fittings and Equipment and decorations aligned with the identities of the planned user groups.			
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	Hackney Lunch Clubs	Other public sector body	Hackney Lunch Clubs is HCCSA's delivering partner in the lunch club. The Hackney Lunch Clubs provides back-up support in policy and training to member clubs in ensuring that the service is fulfilling the service objectives and service standards.			
	Homerton NHS Trust	Other public sector body	Homerton NHS Trust is HCCSA's delivering partner, in conjunction with GP surgeries and other primary care services, in its Health Advocacy service to Chinese and Vietnamese patients in accessing primary health care in Hackney.			
	Jun Mo Generations	Limited company	Jun Mo Generations is working with HCCS in developing multi-cultural and multi-generation programmes on carnival arts & cultural activities, fitness & well being, and carnival workshops to take full use of the community space in the Old Bath House.			
	London Borough of Hackney	Local Authority	HCCSA works closely with the LB Hackney in the renewal of the building. It has taken two years from concept to begin the structural and compliance works. Due to our successful Crowdfund campaign, the Council has agreed to grant HCCSA the lease, and this will be completed in January 2020.			

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	NAME OF ORGANISATION	TYPE OF ORGANISATION	THEIR ROLE IN THE PROJECT			
	Migrant Support Network	sector body	Migrant Support Network is HCCSA's delivering partner in developing programme to support migrant communities in accessing health services.			

	Potluck Club	Other	HCCS is working with a collective of East Asian food enthusiasts and entrepreneurs in developing the Potluck Club as a safe place to exchange culinary skills and traditions. The Potluck Club will pilot Support Club and other programme for the community kitchen.			
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Additional Project Elements

Unapproved changes on 31/01/2020 by [REDACTED]

Describe any remaining project elements in the text box below

HCCSA has a solid track record in supporting Chinese and Vietnamese communities in settling in UK, providing welfare and education services, promote culture and heritage, and good race relations. We now look to broaden our remit to widen our support for other East Asian communities, and to encourage social integration with our wider community.

This project regenerates a community building to serve the local neighbourhood and beyond. The Old Bath House first served the local working population as a slipper bath. It then housed the An Viet Foundation, the Vietnamese community centre. It is therefore a natural progression in which we can expand our capacities.

We will establish the building to provide specialist services to the East Asian communities, including marginalised sectors of our communities such as domestic violence survivors and LGBTQ+. HCCSA provides advice and support, and offers a safe place to share experience, pulling resources and expertise of different sectors of the communities to support each other and grow in confidence. We will provide a secure environment for East Asians to experiment or develop projects and businesses, supporting the local economy and environment.

Our core objectives aim to improve confidence by actively engaging with wider British society, and to promote intergenerational and multicultural community cohesion and social integration. We will use our current community work as a platform to launch more support and engagement with wider community. We look to interact and compliment other diversities, expanding our remit to engage audiences Londonwide. Decline in public finance is set to continue in the near future. This centre provides us with a capability to offer a unique service that potentially generating incomes enough without disproportionately relying on Council or other public funding, and to become self reliant in the medium term.

The building

The Community Bath House was a centre for the Vietnamese from 1980's; it holds significant historical records of the transition of this community, as refugees, to becoming settled, and contributing to all aspects of social and economic affairs in the local community. When An Viet Foundation closed, the building fell into disrepair.

Many original features have been altered or are dilapidated. LB Hackney budgeted £400,000+ to bring the building to modern compliance standards in DDA, H&S and fire risk, renew the utilities, restore original features, and to make safe the dilapidated boiler house and chimney. Situated in the heart of De Beauvoir Town, the building will be regenerated by retaining its character and features - in keeping with the local De Beauvoir conservation area.

We have appointed Architecture 00, a local Hackney company, to renovate the interior. The firm is a Design Advocate for the Good Growth programme, and have significant understanding of the 'good growth' approach to development in the capital, and related mayoral policies. This firm will ensure that the highest standards commissioned by the GLA are used in this project.

The renovation will restore many significant original features including the light well and facade. Removing the false ceilings will return natural light from the glass roof throughout the building. It will be renovated sympathetically, with influence of Asian heritage, in a contemporary and distinctive style accessible to the community of all ages. Its atmosphere will be warm and welcoming for community activities, yet retain its professionalism, attracting individuals and businesses.

Activities

Food is an effective way to break barriers: it encourages cultural exchange and builds relationships. The previous Hoang Viet Restaurant at An Viet House is a proven model. Our crowdfund campaign raised £53000 to renew the social enterprise kitchen. We can enlarge our 50+ lunch club provision, train locals in East Asian cuisine, support social entrepreneurs, and help set up businesses with different East Asian countries cuisines. We can support pop-ups and supper clubs, showcasing different cultures and food traditions. The community kitchen will be a platform for the neighbourhood to enjoy East Asian food and share culture. Surplus from the community kitchen will be reinvested into our communities.

Transformation of the interior, to offer a contemporary modern space, will enable us to offer a flexible co-working space to support businesses, empower communities, create partnerships, nurturing entrepreneurs. The building is close to Silicon Roundabout in Old Street, and 2 miles from the City. We will be developing links with both business areas, to create projects with companies and LBH to facilitate placements/apprenticeships for trainees. We will help businesses fulfilling their CSR objectives and provide their teams with flexible working and meeting places.

The flexible East Asian interior design will make full use of the space of the building, enabling a number of activities to take place simultaneously in different parts of the building, or using the same area for multiple events in different time of the day. As well as the kitchen and workspace, the multipurpose rooms can be used for hobbies, education, training, workshops, or martial arts; the communal garden for growing, open air activities, or performance; community halls for corporate or community events/festivals for families and all age groups. It enables extension of current activities and development of new activities to cater for all sectors of the community. The services and activities on offer will make it a place where inter generational, inter cultural, and inter community exchanges encouraging social interaction, help break down barriers, and will bring about good communication relations and will promote social integration.

The concept of this centre is backed by Hackney Council, and we have been in negotiation with them for two years. Following our Crowdfund London campaign, we generated considerable interest in local blogs, papers and national press. This demonstrates local and Londonwide support for our project increasing social integration, and cultural exchange with the wider British community. It has increased awareness of our project, leading to much encouragement and goodwill.

Results

This project meets a number of the Mayor's action areas. It is:

- Community led
- Develops civic infrastructure in revitalises a disused public building; and developing a new model of community collaboration and shared space use
- secures and creates new workspace and offices supporting small businesses.
- The cookery or other occupational training to build skills and employability to meet labour shortage in these fields
- Promotes shared culture

It brings communities together meets all the Mayor's three Good Growth challenges

Project History

15/10/2019 at 11:40 Submitted by [REDACTED]

This is a grassroots project developed over two and a half years in conjunction with LB Hackney and other community organisations. We believe this project will be an exciting and innovative new addition to London. We welcome the opportunity for further discussion if you require additional information.

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PROD 7.9.11321

OPEN PROJECT SYSTEM

Additional Project Elements

Unapproved Version Saved
on 31/01/2020 View History

Project ID: **P16055**

Describe any remaining project elements in the text box below (optional)

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OPEN PROJECT SYSTEM

Match Funding Details

Project ID: **P16055**

FUNDING SOURCE	FUNDER NAME	PROVIDE DETAILS	MATCH FUNDING AMOUNT (£)	SECURED?	EVIDENCE	SECURE DATE
Grant from external organisation	London Borough of Hackney	Capital funding ringfenced for structural compliance works on the building	400,000.00	Yes	View	01/04/2
Grant from external organisation	Hackney CVS	HCVS Connect Hackney Programme for Reduce Isolation Project for 55+ within the BAME communities.	40,000.00	Yes	View	26/07/2
Grant from external organisation	Hackney CVS	HCVS Community Lunch Club Programme to provide 50+ Lunch Club for 3 days a week over 3 years.	95,240.00	Yes	View	03/12/2
Grant from external organisation	London Borough of Hackney	General & Welfare Rights Advice Project to provide general & advice service based at HCCSA centre	38,786.00	Yes	View	01/05/2

FUNDING SOURCE	FUNDER NAME	PROVIDE DETAILS	MATCH FUNDING AMOUNT (£)	SECURED?	EVIDENCE	SECURE DATE
Grant from external organisation	Homerton University Hospital Foundation Trust	A Health Advocacy Project for health advocacy work for Chinese speaking patients in accessing primary health care. This is an annual amount under an annual rolling contract with us since years ago.	27,777.00	Yes	View	01/04/2
Fundraising amount			17,000.00	Yes	View	01/11/20
Grant from external organisation	GLA	Mayor of London's contribution through Old Bath House project with Crowdfund London	35,000.00	Yes	View	01/11/20
Grant from external organisation	Varies	Forecast for SLA grants remain at same level up to 2024/2025	458,972.65	No	N/A	01/01/20
██████████ ██████████ ██████████	██████████ ██████████	██████████ ██████████ ██████████ ██████████ ██████████	██████████	█	█	██████████

Other match funding (update at Stage 2 only if you answered this at Stage 1: use the table above to add further types of funding)

Not provided

Will all your match funding be secured by 31st March 2020?

No

What is the final date when it will all be secured by?

The Hotung Trust Fund by 01/03/2021. The other SLA grants are depend on their renewals

What is your proposed fundraising strategy for your unsecured match funding?**Include details of funding sources and associated dates in your response.**

Before GGF Stage One, we have been successful in our CrownFund campaign and raised approximately £17K+35K (match funding from London Mayor). HCCS have also applied to 1. Funding applied Hotung Trust £200k over 3 years for revenue funding, decision around March 2021. 2. International Table Tennis Federation £30K over 3 years, decision around June 2020. Will actively continue to explore other sources of funding including Lottery's Awards for All Trust for London, Esmee Fairburn, Paul Hamlyn, the Arts Council, the TFL Growth Fund (through LB Hackney), Community Green Spaces & Skills for London.

OPEN PROJECT SYSTEM

Partner Details

Project ID: **P16055**

Are multiple parties involved in delivering this project?

Yes

	NAME OF ORGANISATION	TYPE OF ORGANISATION	THEIR ROLE IN THE PROJECT			
	Advice in Hackney	Other public sector body	Advice in Hackney is HCCSA's delivering partner in its advice service to Chinese and Vietnamese people in housing, employment, debt, immigration, welfare benefits or any other special legal or general problem. It helps local advisors keep up on changes to the law or new government regulations.			
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	NAME OF ORGANISATION	TYPE OF ORGANISATION	service objectives and service standards.			
			THEIR ROLE IN THE PROJECT			

	Homerton NHS Trust	Other public sector body	Homerton NHS Trust is HCCSA's delivering partner, in conjunction with GP surgeries and other primary care services, in its Health Advocacy service to Chinese and Vietnamese patients in accessing primary health care in Hackney.			
	Jun Mo Generations	Limited company	Jun Mo Generations is working with HCCS in developing multi-cultural and multi-generation programmes on carnival arts & cultural activities, fitness & well being, and carnival workshops to take full use of the community space in the Old Bath House.			
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OPEN PROJECT SYSTEM

Supporting Information



Unapproved Version Saved
on 03/02/2020
[View History](#)

Project ID: **P16055**

Design documentation (optional)

DOCUMENT NAME	UPLOAD DATE	UPLOADED BY	
 EACC_GGF_S2_Supporting Docs (8 sets).pdf	Feb 3, 2020		
 FINAL combined docs (1).pdf	Oct 15, 2019		

Letters of support (optional)

DOCUMENT NAME	UPLOAD DATE	UPLOADED BY	
 FINAL combined letters of support.pdf	Oct 14, 2019		

Other supporting information (optional)

Supporting Documents

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Option to submit a link to a video demonstrating community support for your project (optional)

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OPEN PROJECT SYSTEM

1. GGF R3 Stage 2 - Individual Scorer

EDIT Last updated on 05/03/2020 by   for

Hackney Community Bath House

Project ID: P16055

Assessment ID: 1577

Assessment Status

Completed

Assessor details (weight: 0%)

1. Full name

2. Assessment role

Scorer one

Project description (weight: 40%)

1. Assessor Project Synopsis (1)

Proposal to develop a dynamic multicultural community centre at a vacant building in Dalston, with a community kitchen at the center of its services, open to local people for training in East Asian cuisine, social entrepreneurs to demonstrate their culinary skills, as pop up restaurants showcasing different cultures and food tradition, or be hired to school or local catering events.

2. Assessor Project Synopsis (2)

3. Description of place/issue/need (why) (weight: 20%)

Score: 4 of 5

4. Description of project (what) (weight: 20%)

Score: 5 of 5

Deliverability (weight: 30%)

General comments

[EDIT](#) 

Some clarification of milestone spend required. Have secured impressive third party project partners (A00, BWA) for delivery but unclear professional fees have been allocated budget (within Budget section). Old Bath House is in the De Beauvoir Conservation Area; potential delays from renovation of this building or delays stemming from Listed Building Consent. 400K LBTH spend profiled for Q1 20/21.

1. Team, management, collaboration (how) (weight: 10%)	Score: 3 of 5
---	----------------------

2. Milestones and funding (weight: 10%)	Score: 3 of 5
--	----------------------

3. Risks (weight: 10%)	Score: 4 of 5
-------------------------------	----------------------

Value for money (weight: 30%)

General comments

Ambitious proposal from group who ran successful CFL campaign to develop a community kitchen through Crowdfunding. 100's of local backers, and LBH investing £400K into the building as well as committing to a 10 year lease.

1. Deliverables (weight: 15%)	Score: 4 of 5
--------------------------------------	----------------------

2. Legacy and evaluation (weight: 15%)	Score: 4 of 5
---	----------------------

Further comments (weight: 0%)

1. General comments to be raised at moderation

Successful CFL campaign (£50K). Lease with LBTH still at HoT, subject to their approval of the proposed governance arrangements; the lease requires a report to the Hackney Cabinet for decision (15

the lease requires a report to the Hackney Cabinet for decision (15 March). Subject to intense scrutiny by fall-out with prior partner; as a result, have submitted some materials around complaints procedure and governance structure - recommend LBH take view on adequacy.

2. Technical comments to be raised at moderation

EDIT 

£35K of capital from GLA and £17K from backers on CFL has been included in capital match. [REDACTED] and [REDACTED] met with Kanlungan Consortium to discuss their competing GGF bid. It was agreed supporting letters referencing the partnership would not be considered for HCCS's Stage 2 application. Noted by GLA these were not a significant determinant of the outcome of HCCS bid overall.



OPEN PROJECT SYSTEM

1. GGF R3 Stage 2 - Individual Scorer

EDIT

Last updated on 13/02/2020 by for GLA Regeneration Community Bath House
Project ID: P16055
Assessment ID: 1612

Assessment Status

Completed

Assessor details (weight: 0%)

1. Full name

2. Assessment role

Scorer two

Project description (weight: 40%)

1. Assessor Project Synopsis (1)

Clear proposal that builds from a successful Crowdfund London campaign and community engagement so far.

2. Assessor Project Synopsis (2)

3. Description of place/issue/need (why) (weight: 20%)

Score: 5 of 5

4. Description of project (what) (weight: 20%)

Score: 4 of 5

Deliverability (weight: 30%)

General comments

Would question how some of the programmes are delivered and how partners are set up and supported by revenue to run these. Lease not confirmed with LBH yet - due March 2020. Programme for construction seems ambitious therefore milestone spend may need to change. Some match still outstanding and CFL GLA included as match. Risks with squatting, lease, listed building/budget and planning consent etc.

1. Team, management, collaboration (how) (weight: 10%)	Score: 4 of 5
---	----------------------

2. Milestones and funding (weight: 10%)	Score: 3 of 5
--	----------------------

3. Risks (weight: 10%)	Score: 3 of 5
-------------------------------	----------------------

Value for money (weight: 30%)

General comments

Small ask for potentially significant social integration and business support value with wide range of outputs. Some significant risks still at large. Long list of deliverables would need refining if successful to limit resource impact when monitoring.

1. Deliverables (weight: 15%)	Score: 5 of 5
--------------------------------------	----------------------

2. Legacy and evaluation (weight: 15%)	Score: 4 of 5
---	----------------------

Further comments (weight: 0%)

1. General comments to be raised at moderation

Potentially very exciting project but with some risks still at large such as planning, budget, lease, match etc. Strong outputs but would need further detail around kitchen based support and how these programmes are run (learning from Mission Kitchen).

2. Technical comments to be raised at moderation

Lease agreed in principle but from previous projects finalising this can take much longer than anticipated and could impact programme and therefore ability to spend within GGF timeframe.

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OPEN PROJECT SYSTEM

Additional Outputs

Project ID: **P16055****Name the output your project will deliver**

PEOP 1.1 No. of people participate in a project

Specify the amount it will deliver

22,000 people in first year of opening.

Specify a baseline where appropriate (Optional)

13,000 people. The number of visitors currently participating in HCCSA projects/activities.

How will you monitor the delivery of this output?

This is the total counts of visitors of attending activities & events in the building during the first year of TOB;s opening.

Monitor by: Data from attendance record and hiring record.

Name the output your project will deliver

PEOP 1.3: Stakeholders engagement shape decisions

Specify the amount it will deliver

3 formal consultation pa, total no. of people: 120

Specify a baseline where appropriate (Optional)

HCCSA Annual General Meeting, Attended by about 70 participants.

How will you monitor the delivery of this output?

HCCSA AGM consult members on following year's service plan, and members also propose resolutions.

HCCSA organises consultation meetings with users and stakeholders, twice a year.

Monitor by: Attendance register, minutes of meetings.

Name the output your project will deliver

PEOP 4.1 Community infrastructure created

Specify the amount it will deliver

Total 450 sq m.

Specify a baseline where appropriate (Optional)

Currently the Old Bath House is vacant and unfit for occupation.

How will you monitor the delivery of this output?

There are four component function areas in this project:

(Ground floor) Community kitchen = 41 sq m

(Ground floor) Restaurant and Cafe space = 49 sq m

(Ground floor) Workspace area = 66 sq m

(Ground floor) Community hall and meeting rooms = 187 sq m, and

(First floor) Office/Workshop space 60 sq m

Monitor by: Progress on the delivery and the completion of the relevant capital works in landlord works on the structure and compliance, and the tenant works on community kitchen and GGF capital works, in accordance with the design, specifications and agreed standards.

Name the output your project will deliver

PEOP 4.5: No. accessing cultural activities through community asset

Specify the amount it will deliver

1,000-1,200 people per year.

Specify a baseline where appropriate (Optional)

Currently about HCCS holds 4 festivals events a year

How will you monitor the delivery of this output?

Currently HCCS holds 4 festivals events a year: Lunar New Year, Dragon Boat, Moon Festival, Christmas, HCCSA Lunch Club holds birthday parties for members, and fund raising etc. Annually about 700 people taking part, the bigger space in OBH will permit greater number of participants, and other East Asian communities festival will take place there.

Monitor by: ticket sale record and attendance register.

Name the output your project will deliver

PEOP 4.7: Involved in running of community asset

Specify the amount it will deliver

Total Number of people: 60

Specify a baseline where appropriate (Optional)

Currently, in HCCS:

Total no. of people: 30

No. of Trustees: 8

No. of staff: 7

No. of volunteers: 15

How will you monitor the delivery of this output?

The maximum number of trustees allowed in the HCCSA constitution is 11 members.

It is anticipated that upon OBH's opening, it will employ 2 more employees, and recruit 25 new volunteers

Monitor by: AGM election result, payroll, volunteers register.

Name the output your project will deliver

PEOP 5.3: No of volunteering opportunities created

Specify the amount it will deliver

Number of new volunteering: 25

Specify a baseline where appropriate (Optional)

HCCSA has 15 volunteers.

How will you monitor the delivery of this output?

Volunteer register.

Name the output your project will deliver

PEOP 8.1: NO of service users of vulnerable groups

Specify the amount it will deliver

No. service users from vulnerable groups : 400

Specify a baseline where appropriate (Optional)

Current HCCSA users from vulnerable groups :240

How will you monitor the delivery of this output?

Current HCCS users from vulnerable groups :

Older People (Lunch club):80

Older people (Table tennis): 20

Older people (Well beings activities)Kareoke: 30

Advice service:40

Health advocacy: 70

The OBH has bigger space enable greater number participate in existing activities, and new projects/activities will develop to serve other vulnerable groups.

Monitor by: Service user register, monitoring report.

Name the output your project will deliver

PLAC 1.2: Design encourages social interaction

Specify the amount it will deliver

Score Good

Specify a baseline where appropriate (Optional)

Currently the Old Bath House is vacant, designed last updated in 1980's.

How will you monitor the delivery of this output?

To be assessed by trained site assessor, eg trained to use CABE's 'Building for Life' standards.

Name the output your project will deliver

PEOP 7.2: No involve bring diverse people together

Specify the amount it will deliver

multi-cultural : 100

multi-generational: 50

Specify a baseline where appropriate (Optional)

Currently pilot projects with Potluck Club and Jun Mo Generations.

How will you monitor the delivery of this output?

From August 2019, HCSSA is working with food enthusiasts and entrepreneurs in developing Potluck Club to pilot activities and devise programme for the Community kitchen. It has over 70 members taking part in social media forum and attending bi-monthly meetings. Programmes being developed include supper club, cookery class, inter-cultural culinary skills sharing.

HCCSA has patnership work with Jun Mo Generations in Carnival workshops and parade. It is working with JMG developing programme for the community area for carnival arts & performance rehearsal, and fitness and well being trainings formulti-cultural & multi-generations projects.

Monitor by: Project attendance register.

Name the output your project will deliver

PLAC 2.8: Improve Assets of Community Value.

Specify the amount it will deliver

Total improved area: 450 sq m..

Specify a baseline where appropriate (Optional)

The OBH is a registered asset of community value, currently it is vacant and unfit for occupation.

How will you monitor the delivery of this output?

Monitor by: Progress on the delivery and the completion of the relevant capital works in landlord works on the structure and compliancs, and the tenant works on community kitchen and GGF capital works, in accordance with the design, specifications and agreed standards.

Name the output your project will deliver

PLAC 3.2: Use public spaces by different groups.

Specify the amount it will deliver

Users from protected charasteristics communities.

Specify a baseline where appropriate (Optional)

Currently, most HCCS users are Chinese or Vietnamese, a smaller number from otehr countries.

How will you monitor the delivery of this output?

The mission of this project is to become a resource centre for East Asan communities. It will expand its services to reach out to other East Asian communities in Hackney and nearby areas.

HCCSA has a track record in its strength in community development. The OBH offers the space and facilities to support East Asian users and those affected by Protected Characteristics to organise and develop new services. Membership register and attendance register.

Name the output your project will deliver

PLAC 6.3: Number of cultural events taking place

Specify the amount it will deliver

At lease 10 cultural festival/events a year.

Specify a baseline where appropriate (Optional)

Currently HCCS holds 4 festivals events pa: Lunar New Year, Dragon Boat, Moon Festival, Christmas.

How will you monitor the delivery of this output?

As the resource centre for East Asian communities, the

As the resource centre for East Asian communities, ten OBH has the space and facilities to hold events to celebrate the rich variety of festivities and other cultural events celebrate the East Asian cultures.
By ticket sale record and event register.

Name the output your project will deliver

PLAC 6.4: Use of culture and leisure assets

Specify the amount it will deliver

22,000 people in first year of opening.

Specify a baseline where appropriate (Optional)

13,000 people. The number of visitors currently participating in HCCSA projects/activities.

How will you monitor the delivery of this output?

Monitor by: Data from project monitoring form, attendance register, event record and hiring record etc.

Name the output your project will deliver

PROS 2.2: space for shared community and business

Specify the amount it will deliver

Total 450 sq m.

Specify a baseline where appropriate (Optional)

Currently the Old Bath House is vacant and unfit for occupation.

How will you monitor the delivery of this output?

The design for the GGF works in the OBH has four components: communit kitchen, workspace, office/workshop, and community space, all are of community focus in teh same time can cater for business activities..

Monitor by: Progress on the delivery and the completion of the relevant capital works in landlord works on the structure and compliancs, and the tenant works on community kitchen and GGF capital works, in accordance with the design, specifications and agreed standards.

Name the output your project will deliver

PROS 3.2: Start-ups/SMEs/Artists using workspace

Specifv the amount it will deliver

Specify the amount it will deliver.

Number of Start-ups/SMEs/artists : At least 15

Specify a baseline where appropriate (Optional)

Currently the Old Bath House is vacant and unfit for occupation.

How will you monitor the delivery of this output?

The project will have 5 lock up office/workshop @ 1st floor.
The project will have 10 workspace @ ground floor.
This project will target these space for East Asian Start-ups/SMEs/artists to ceate a hub of East Asian creative and artistic talents, together wtih the community kitchen and community space to enable mutual support and stimulation.

Monitor by: Progress on the delivery and the completion of the relevant capital works in landlord works on the structure and compliancs, and the tenant works on community kitchen and GGF capital works, in accordance with the design, specifications and agreed standards.

Name the output your project will deliver

OVARCH 3.3: Number of partners working together

Specify the amount it will deliver

Number of partners: 20

Specify a baseline where appropriate (Optional)

Currently, HCCSA works with 10 organisation in delivering its Services.

How will you monitor the delivery of this output?

Apart from running its services, HCCSA's premises is frequently used by partnering organisation for training, meeting, consultation events etc.
The new design, space and facilities offered by the OBH will enable new groups, from East Asian communities and beyond, to emerge and foster joint work to deliver new projects and services.
Monitor by: Event record, activity register, attendance register.

Name the output your project will deliver

OVARCH 1.3: Impact on most excluded groups

Specify the amount it will deliver

No. of people = 22.000 from first year of opening

Specify a baseline where appropriate (Optional)

13,000 people. The number of visitors currently participating in HCCSA projects/activities.

How will you monitor the delivery of this output?

Most users of the project are from East Asian communities. These communities arrived at Hackney recently, small in number, and less organised. There are little support service/network to access public services.

This project's mission is to provide a place for East Asian communities to meet, to share experience, knowledge and skills in developing services to these communities.

Monitor by: Data from event, project attendance record and hiring record.

Name the output your project will deliver

OVARCH 3.4: No. new partners engaged

Specify the amount it will deliver

10 new organisations

Specify a baseline where appropriate (Optional)

Currently, HCCSA works with 10 organisation in delivering its Services.

How will you monitor the delivery of this output?

Monitor by: Event/attendance register.

Name the output your project will deliver

OVARCH 2.3: Perceptions change for local community

Specify the amount it will deliver

Perception : Better

Specify a baseline where appropriate (Optional)

Currently the Old Bath House is vacant and not inhabitable.

How will you monitor the delivery of this output?

Monitor by: Survey

Name the output your project will deliver

Ovarch 4.1: Additional financial income generated

Specify the amount it will deliver

First year opening:£85,450 from space hire.

Specify a baseline where appropriate (Optional)

Currently the Old Bath House is vacant.

How will you monitor the delivery of this output?

In the first year of OBH opening, additional incomes will be generated from the following:

Community kitchen & restaurant: £45,250

Workspaces: £16,000

Community rooms: £6,250

Community halls:£10,500

Office/workshp: £7,450

Monitoring by 2021/22 budget outturn in comparison with 2020/21 budget outturn in Annual Financial Statement.

OPEN PROJECT SYSTEM

Project Aims

Project ID: **P16055**

Aim title

Renewing/Revigorating the Old Bath House for community use

Aim description

This project will establish the first ever East Asian community centre (EAC) in the UK. It will champion new partnerships serving communities originating from East Asian countries who had the highest population growth in Hackney(Source: 2011 Census). It will provide facilities and deliver advice, education, and advocacy services on the rights of migrants, training and skills development to empower these communities to contribute to the wider environment. It will meet the needs of the growing population, by supporting our communities and generational needs. It will bring multi-functional facilities and festivities to the neighbourhood, promoting community understanding and social integration. It will promote culture, encourage community togetherness, signposting to relevant services, encourage health and wellbeing through classes and activities. In doing so, it supports the Mayor's strategic priorities for Empowering People, Making Better Places and Growing Prosperity. This multicultural, self sustaining community centre will see the disused Old Bath House return to local use, and reinvigorate local community thereby contributing to the overall diversity of the LB Hackney.

Aim title

Promote Shared Culture

Aim description

Despite close geographic proximity, East Asian communities are very disparate. We will therefore educate between our communities, encourage cross cultural exchange and understanding. We will also support the heritage of younger members through intergenerational arts and culture activities in UK, the culture of East Asian communities has been marginalised. We therefore look to engage a wider London audience. Our research demonstrates large demand for our planned services including celebrations such as Lunar New

Year, Dragon Boat, Mid Autumn festival, social events and celebrations. We will promote healthier lifestyles through martial arts, yoga, dance, gardening, art, and cookery classes for East Asian cuisine: all contributing to the wellbeing of Londoners

The project will promote social cohesion, community engagement, supporting the Mayors' Empowering People strategy. Our centre also promotes Making Better Places through culture, leisure and place identity. The centre will celebrate the diversity of Hackney communities; championing cohesiveness and inclusivity. Through the centre, the East Asian community can engage with the wide variety of Hackney community run resources.

Aim title

Promote Entrepreneurs and Skills Training for Employment

Aim description

In Hackney, 20% of the firms are arts entertainment, leisure and recreation related, and 13% are in information & communication, many are sole traders or freelance self employed. There are continuous demands for co-working space that is flexible and affordable. (LBH Policy Team)

This project will create 10 co-working spaces, with 4 lock up offices on the first floor for another 10 workspaces, and a meeting room, these facilities are designed predominately for small business or self employed. Training and workshop can be organised using the classrooms to support the co-working space users to grow their businesses.

The rooms and the hall are designed for artists and performers to use for creative works, rehearsal, performance or exhibitions.

There is a labour shortage in East Asian catering industry as such the Migration Advisory Committee adopted "specialist chef" in the Occupation Shortage List. The cookery classes and pop up restaurants in the community kitchen are suitable for small start up catering businesses to have a venue to test and promote their products, and training.

The above mixed in economic activities create opportunity for cross sector business developments.

Aim title

Increase Volunteers Involvement

Aim description

Our work towards Active Citizens will be undertaken by empowering East Asian people to volunteer in our local community. Currently HCCS is staffed by a small team supported by over 50 volunteers. The EAC will double that

number to volunteers in the first year, promoting Active Citizenship.

This initiative will ensure that volunteering is promoted amongst young people (currently low in the Asian community). We will encourage their self organisation and development programme to be an active part of the EAC by using our services and facilities, training in leadership skills, to elect representatives to our Trustee Board to take on responsibilities for the direction of the organisation.

Our programme of developing volunteering skills will prepare locals for sustainable volunteering; and an introduction to services providing employment advice, will promote positive attitudes and have an encouraging impact within families to combat potential intergenerational unemployment. Residents will be in a better financial position, reducing social exclusion and enabling participation in the regeneration of the local economy. This objective supports to the Growing Prosperity strategic action.

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OPEN PROJECT SYSTEM

Project Elements

Project ID: **P16055**

Project element name

Community Centres and Social Infrastructure

Project element postcode

N1 4LS

Which of the following project types best describes this element?

Community centres and social infrastructure

Based on your Project Type choice, refer to your guidance notes and provide the sub-type that best describes this element

Community centre, youth facilities, play space, faith space, health care facility, well being activities.

HCCS currently provides services to Chinese and Vietnamese communities for lunch clubs, health advocacy, general advice, sports and wellbeing activities for older people. The centre is hired out to partner organisations for martial arts classes and Gospel Services on Sundays.

The new OBH provides 2500 sqft of community space plus an outdoor garden enabling more services for multi-culture and multi-generation users in the new building.

The Community kitchen will at the heart of the proposed services. It will be opened to local people for training in East Asian cuisine, social entrepreneurs, pop up restaurants showcasing different cultures and food traditions. Can also be hired to school or local catering events. The restaurant area will be used as a regular cafe and hub for office spots. Incomes generated from it will be reinvested into the building and community services.

Briefly describe this element of the project, including how it addresses your overall project aims, who the key beneficiaries will be, and how they will benefit from this intervention

This element addresses the one of the project's aims in Renewing the Old Bath House for community use.

The "Chinese" and "Other Asian" population in Hackney experienced a growth by 45% and 308% respectively in the last census. The mission of this project is to establish a resource centre for East Asian communities as the key

beneficiaries. The success of the project will also bring benefits to local communities and is open to all sectors of the communities to visit and enjoy, encouraging cross cultural interaction and promote good community relations.

The Hackney Council approved a £400K budget to carry out the structural and compliance works. HCCSA, as the future tenant will need to raise funds for the interior works

Many parts of the interior are dilapidated, outdated decor and inefficient use of space. We aim to use the Good Growth Fund to restore many of the building's original features, e.g. sky lights in front of house, natural light from pitch roof, and uplift of the facade. The buildings layout will be maximised to make best use of all space, and the decoration reflects East Asian cultural design. It will be multi-purpose and multi-functional space to serve all sectors of the local and the East Asian communities.

There are four components in the new design for the building, with areas for community activities/events, community kitchen, affordable workspaces, and offices/workshop. The four elements are separated yet inter-related, complimenting each others. (see supporting architectural plans)

The renovated OBH will be a high-quality place to work, meet, learn, socialise, interact and to nurture friendships between different community groups. It will also be a place where the East Asian communities feel safe, welcome, comfortable, to provide mutual support, to organise social, cultural, employment activities and events. Equally import it will provide a nurturing environment for different groups to organise themselves to get their voices heard.

Which of the following options best describes this part of the project?

Improvement of an existing facility/service

What stage of development is this element of the project currently at?

Concept design

How long will this element of the project be in operation?

Permanent: 10+ years

Project element name

Shared Culture

Project element postcode

N1 4LS

Which of the following project types best describes this element?

Cultural venues

Based on your Project Type choice, refer to your guidance notes and provide the sub-type that best describes this element

- Arts centre
- Gallery space
- Cinema
- Other
- Gallery space
- Cinema
- Night time venue
- Other

HCCS holds community festival celebrations throughout the year on Lunar New Year, Mid-Autumn Festival, Christmas etc, it regularly holds arts events and activities such as film club, martial arts training, performance and exhibitions.

HCCS takes part in the Hackney Carnival and representing Hackney in the Mayor New Year parade under the banner of Jun Mo Generations. Our vision is to develop the new building to become a hub for arts and performance expression reflecting the diverse local communities through carnival arts, costume making workshops, martial arts and flag choreography trainings.

Outdoor space - the large garden has a big potential for inter-generational garden project showcasing East Asian gardening, flower displays and landscape arts. Potentially its produce can be used in the community kitchens.

Briefly describe this element of the project, including how it addresses your overall project aims, who the key beneficiaries will be, and how they will benefit from this intervention

This element addresses the project aim in promoting shared culture. This project's mission is to establish a community resource centre for East Asians. The GGF will transform the building to become a place of East Asian design, where the communities feel comfortable and safe to be part of and to get their community ideas actualised. This project's facilities and services for all East Asian communities will support new migrants to settle into the borough and to contribute to the local social, cultural and economic well beings.

The building and garden space will be a hub for cross cultural fertilisations. Our facilities will provide flexibility for gallery exhibitions, music events, cinema, talks and cultural events and celebrations. We will offer

rehearsal/studio space for arts and culture to thrive. The unique East Asian garden will grow produce for the kitchen and host gardening classes. It will be an education resource, encouraging inter-generational collaborations.

The building will have multi-functional community hall for East Asian festivities, exhibitions, carnival arts, film shows that will bring the diverse neighbourhood together. Participation through these events will bring people together.

Food is a great vehicle in promoting and nurturing cultural understanding and social integrations. The vision to make the community kitchen a hub to showcase different food traditions from East Asian cultures via lunch clubs, classes, pop-up restaurants, supper clubs and other food related events. Through the appreciation of food, the Centre will bring different communities together.

East Asian artists often found themselves being marginalised in the media and creative industries. The project will target artists as its potential users in the shared work pace and office/workshops. We have the vision that the building will become a space to support and attract innovative and creative talents among East Asian artists.

Which of the following options best describes this part of the project?

New facility/service

What stage of development is this element of the project currently at?

Concept design

How long will this element of the project be in operation?

Permanent: 10+ years

Project element name

Workspace and employment support

Project element postcode

N1 4LS

Which of the following project types best describes this element?

Employment, skills and training programmes

Based on your Project Type choice, refer to your guidance notes and provide the sub-type that best

guidance notes and provide the sub-type that best describes this element

- Targeted business support
- In-work skills training programme
- Readiness to work / employability training programme
- Artist workspace
- Studio and shared office space targeted at the Creative Industries

Employment, skills and training programmes are integral parts of the various elements/components of this project.

The community kitchen is a facility for entrepreneurs, pop-ups, supper clubs, start-up businesses, these activities will employment opportunities. The chef training will address issue of chronic skills shortage in ethnic chefs.

The affordable work/office space is a great help for self-employed and start-ups. The project will target artists as potential users, with a focus on East Asian artists. The Centre will become a hub for creative talents and a space to encourage mutual support.

The building has a history of providing English classes and employment training in supporting the initial Vietnamese refugees community settled in Hackney.

Briefly describe this element of the project, including how it addresses your overall project aims, who the key beneficiaries will be, and how they will benefit from this intervention

There is a skill shortage in East Asian chefs. Our community kitchen can hold cookery classes. We have been liaising with a People First to explore training opportunities for the local hospitality industry and catering businesses.

Recently we have been working with the Potluck Club which is a network of 2nd generation East Asians food enthusiasts and entrepreneurs in developing the ideas of joint ventures, intergenerational cookery skills exchanges for training and business development purpose. The kitchen will be an ideal space to support these ideas.

There is a shortage in studio/workspace for artists, more so for East Asian artists needing a place where they can share and support each others to grow their businesses.

In the early 2018, the office space attracted creative users ranging from painters, fashion designers, sculptors. The Old Bath House also provided the rehearsal and props spaces for the stage play "The Forgotten" performed in the nearby Arcola Theatre. The community hall was used by the Jun Mo Generations for community martial arts classes and carnival workshops for customs making and rehearsal space for attracted many groups to take part in the Hackney Carnival.

In a workshop held with East Asian artists in March 2018 many expressed strong support for using the community hall for gallery, exhibition, performance arts, and rehearsal space.

Jun Mo Generation is our delivering partner in working and outreaching to different community groups through carnival arts workshops, martial arts training and health/sports workshops.

The co-working space and small offices will offer flexible facilities for local artists and performers, individuals and start-ups, small businesses and community groups.

The OBH project will make use of the class/meeting rooms to work with other agencies to develop training programmes such as CV writing and interviews skills, business planning to support local young people and small businesses.

Which of the following options best describes this part of the project?

New facility/service

What stage of development is this element of the project currently at?

Concept design

How long will this element of the project be in operation?

Permanent: 10+ years

Project element name

Social Integration

Project element postcode

N1 4LS

Which of the following project types best describes this element?

Public events and engagement

Based on your Project Type choice, refer to your guidance notes and provide the sub-type that best describes this element

- Public Art and Culture programme
- Sports and recreation programme

The building is a registered community building. It is a well-known and well-respected local landmark in Hackney

and its neighbouring areas. It's been a significant community building since 1980s has always been a community focal point since the 1930s. The Old Bath Community project will redesign and renovate this public building and to bring it back to life for community use. The different components of the project are inter-connected, and all its services and activities will be opened to all to enjoy and benefit.

Financial support to the voluntary sector & the public sector has been in decline for over a decade and is likely to continue in the future. Community services are increasing relying on the voluntary sector to deliver, sustain and develop crucial social and community services. We see the OBH to be playing an active and important role in ensuring the needs of the SEA communities are advocated and met.

Briefly describe this element of the project, including how it addresses your overall project aims, who the key beneficiaries will be, and how they will benefit from this intervention

HCCS has a strong tradition in volunteers' involvement. Currently we have more volunteers than paid employees in keeping the services running. This tradition enabled the centre to sustain its many services under adverse economic conditions.

Despite our own hardship, when the local Vietnamese community group run into difficulties and stop its services. HCCS responded to their plight by welcoming them into the organisation and working tirelessly to support them. Many of our current services to the Vietnamese members are facilitated and supported by volunteers.

The project will encourage and support new East Asian communities to organise themselves into self-help groups in accessing mainstream services.

The mission of the project is to become a resource centre for East Asian communities in Hackney and surrounding areas. Community development will be an integral part of our approach to reaching out to new communities to encourage self-organisation and volunteers' involvement will be the key to its success.

Our support to the Potluck Club is a model of success which we will replicate with the different communities. Volunteers from different communities will bring their respective festivities, events and artistic talents to make the Old Bath House a hub for innovation and social integration.

As a result of the support we've provided to the development of the Potluck Club, a group of East Asian chefs and many volunteers will be cooking their own country's festive foods for the Lunar New Year Celebration event being held at our current community centre in

February 2020.

Arts & cultural, sports and recreation, cookery training are activity based programme that require minimum language skills to understand each other to take part. These common activities will bring cross sections of the neighbourhood to share, learn, work and have fun together which will increase the sense of togetherness and social integration between different community groups.

Which of the following options best describes this part of the project?

New facility/service

What stage of development is this element of the project currently at?


Concept design

How long will this element of the project be in operation?

Permanent: 10+ years

OPEN PROJECT SYSTEM

2. GGF R3 Stage 2 - Outcome and scoring summary

EDIT Last updated on 13/02/2020 by  for

Hackney Community Bath House

Project ID: P16055**Assessment ID: 1732**

Assessment Status

In Progress**Assessment is complete?**

No

Summary

SECTIONS/CRITERIA/OTHERS	WEIGHT	MAX. SCORE			AVG. SCORE	WEIGHTED SCORE %
Value for money	30%	10			8.5	25.5%
Deliverables	15%	5	4	5	4.5	13.5%
Legacy and evaluation	15%	5	4	4	4	12%
Deliverability	30%	15			10	20%
Team, management, collaboration (how)	10%	5	3	4	3.5	7%
Milestones and funding	10%	5	3	3	3	6%
Risks	10%	5	4	3	3.5	7%
Project description	40%	10			9	36%
Description of project (what)	20%	5	5	4	4.5	18%
Description of place/issue/need (why)	20%	5	4	5	4.5	18%
Totals	100%	35	27	28	27.5	81.5%

Completed?			Y	Y		
			:	:		

Assessment outcome

Budget information - 2020/21

General comments

Not provided

1. Recommend funding amount - Capital grant (£) 2020/21	Not provided
2. Recommend funding amount - Air quality funding (£) 2020/21	Not provided
3. Recommend funding amount - Development funding (£) 2020/21	Not provided
4. Recommend funding amount - Repayable loan (£) 2020/21	Not provided

Budget information - 2021/22

General comments

Not provided

1. Recommend funding amount - Capital grant (£) 2021/22	Not provided
2. Recommend funding amount - Air quality funding (£) 2021/22	Not provided
3. Recommend funding amount - Development funding (£) 2021/22	Not provided
4. Recommend funding amount - Repayable loan (£) 2021/22	Not provided

Budget information - 2022/23

General comments

Not provided

1. Recommend funding amount - Capital grant (£) 2022/23	Not provided
2. Recommend funding amount - Air quality funding (£) 2022/23	Not provided
3. Recommend funding amount - Development funding (£) 2022/23	Not provided
4. Recommend funding amount - Repayable loan (£) 2022/23	Not provided

RAG rating

1. Match security RAG rating	
Not provided	
2. Provide explanatory text for suggested match security RAG rating	
3. GLA resource required - provide explanatory text below	
Not provided	
4. Provide explanatory text for suggested GLA resource required RAG rating	

Business Plan

The Old Bath House East Asian Community Centre (EACC)

A visionary project of
Hackney Chinese Community Services Association



January 2020

Part One Executive Summary

This is an innovative project to establish the first ever East and Southeast Asian community center in the UK. The Hackney Chinese Community Service Association (HCCSA) is proud to be leading this visionary and high impact project.

The 2011 census shows that the ethnic population of the “Other” Asian and “Chinese” categories grew by 308% and 45% respectively in LB Hackney. The definition of “Other” Asian in the census include ethnic origins from many East and South East Asian countries from Japan, Korean in the North of East Asian. In the South it includes Brunei, Cambodia, East Timor, Indonesia, Laos, Malaysia, Myanmar, Philippines, Singapore, Thailand and Vietnam. For the purpose of this business plan we refer to them collectively including Chinese people as East Asian.

The Old Bath House East Asian Community Centre (EACC) will provide facilities and a social hub for the Chinese, Vietnamese, and other East Asian communities as well as residents in Hackney. It will provide spaces for a community hall, kitchen, pop up restaurants and community cafe, as well as hot desking and office space. The building will be equipped with high speed broadband, along with training and seminar rooms and a large open multi-functional hall for community events, arts, cultural, health/well-being activities. The space could also be used for exhibitions, films and rehearsals.

HCCSA will use the Old Bath House (OBH) as a base from which to provide advice and support on welfare, social and employment issues for our communities. The centre will provide education and advocacy on the migrants’ rights, as well as training and skills development to empower EA communities to participate and contribute to the wider society.

For over thirty years the Old Bath House has been a community centre (An Viet House) for Vietnamese refugees but it fell into disrepair in recent years. Our project aims to make safe the building structural and renovate and re-design internal spaces. The modernized and remodeled layout will provide a more efficient and effect use of space. The new centre will become a hub for community activities and services benefiting members from EA communities as well as residents and wider community groups. The building will be renovated in a style which will echo Asian cultures and to provide a safe and welcoming environment to users and visitors.

HCCSA has obtained an in-principle lease agreement with Hackney Council. The lease will be granted from the completion of the landlord building works. HCCSA will move its operations from the current site to the Old Bath Community House and start to develop and provide community services for the East Asian communities.

Through the Mayor’s Crowdfund London we had successfully raised funds to renovate and equip the community kitchen by around November 2020. Income streams generated from it will be reinvested back to the running and development of community centre and its services. When the whole building is renovated, we anticipated that the kitchen to be operational towards the in 2021. We estimated the usage rates to start from 40% and reach 60% by year 4. This estimate is based on initial market testing exercises with catering projects and initial surveys carried out amongst food pop-up groups. Other project ideas such as a cafe and take away food service of EA cuisines, sales of food products and handicrafts from East Asian countries are being further developed.

In order to renovate the rest of the building, we've applied for funds from the Mayor Good Growth Fund (GGF) where we were able to use Hackney Council's allocated £400,000 for structural renovation as match funding. The Old Bath House has been selected for GGF Stage 2 process. If we are successful, we aim to complete the interior works and fit out by April 2021.

Based on the GGF's preference for a 10 year and beyond lease, Hackney Council is willing to consider granting a 10 years lease but would require Cabinet approval. To demonstrate its support the Council has issued a Letter of Comfort as an in-principle agreement for a longer lease.

If we are successful in getting the GGF to renovate the rest of the interior of the Old Bath House, this would be a significant contribution towards the viability and sustainability of the project. The renovated and redesigned will be offering high quality for more spaces such as studios, hot desks, community hall and meeting rooms. Income streams from these, together with the community kitchen, will provide a healthy long-term income stream for the project. Accessing funding for the interior renovation works is crucial to the success of the project.

HCCSA's current annual operational budget is around £110,000. Income sources are from many Service Level Agreements, grants, donations and self-generated incomes. When the capital works in Old Bath is finished, we will surrender its current lease back to the Council and relocate to the Old Bath House. HCCSA's current income level together with the projected incomes from space hire will be enough to service the estimated overheads of the Old Bath House. We estimated that with a 40% occupancy rate of the available hire spaces, it would generate an annual surplus of about £50,000.

The key risk to the business plan would be the failure to secure enough funds for interior renovation. To mitigate this risk, we have been in discussions with an infrastructure support organisation to explore ways of raising funds from social project/business backers who are prepared to support innovative community projects. The success of our Crowdfund London campaign indicates that the East Asian communities and some social infrastructure organisations are very interesting in our visionary project in revitalizing the Old Bath House as an East Asian Community Centre.

We believe that the Old Bath House will become a thriving community space for EA communities in Hackney and will also benefit people from different parts of London and the UK.

Part 2 Partnership, Representation and Governance

There are three areas of partnership working in this project:

1. The lease
2. Services/Activities Delivery
3. Management of the Old Bath House

HCCSA has a good track record in partnership working. This project idea was originated from a series of partnership working and discussions. The original tenant of the Old Bath building was the An Viet Foundation (AVF) the building was previous known as the An Viet House. When the

building gradually fell into disrepair and eventually had to be closed as it became unsafe. At the point in its elderly committee members and members sought help and support from HCCSA. Based on ethos of partnership working we opened our doors to the Vietnamese community and started discussions with the Council on best way of meeting the needs of the Vietnamese community and re-opening the An Viet House as a community resource.

HCCSA has been working closely with the AV Foundation and the Council for more than 2 years to develop the project's mission and vision in transforming the Old Bath House as resource centre for East Asian. In the process the partnership identified 4 distinctive facilities in the building: community kitchen, workspaces, offices, and multi-function community area.

Both organisation identified that there are different areas of partnership working on the Old Bath House project and they were:

- A. Leaseholder Responsibility
- B. Services/Activities Delivery
- C. Management of the Old Bath House Community Building

A. Leaseholder Responsibility

- i. HCCSA will be the leaseholder of the community building and be responsible for its day-to-day maintenance, repairs and upkeep. We have been working with the Council in exploring various forms of the leases with varying Head of Terms. Based on the success of Crowdfund London and Good Growth Fund stage 1 application the Council has agreed in principle to offer HCCSA a 10 years lease with an additional Memorandum of Understanding in setting out its details. This is significant breakthrough as the Borough's general policy is to grant 5 years leases.
- ii. We explored lease partnership with joint liability and responsibilities, but this would require the landlord's assessment and approval of the suitability of the proposed tenant. At present this option is not a viable.

B. Services/Activities Delivery

- i. HCCSA's current programme of services and activities will become the baseline programme when it moves to the Old Bath House. The current services are well established in serving the needs of the Chinese and Vietnamese communities. The success of the Old Bath House resource centre will be measured by how well it fulfills its aims and objectives as a multi-cultural and multi-generation centre for different members within the East Asian communities. HCCSA's wide range of current services include:
 - Health Advocacy
 - Lunch Club (3 days/week)
 - Welfare Rights & General Advice
 - Reduce Isolation Project
 - Singing Club
 - Martial Arts Classes

- Tai Chi Classes
 - Table Tennis Club
 - Social Outings
 - Cultural Festivals (Chinese New Year, Dragon Boat Festival, Mid-Autumn Festival Celebrations)
- ii. HCCS is an active member in various Hackney voluntary sector community networks, in particular with projects supporting migrant communities. We work in partnership with other organizations in delivering services on the service for people who are vulnerable, on low incomes, with insecure immigration status. Some of our services/projects include lunch clubs, reduce isolation, carnival arts, health advocacy, welfare rights advice as well as many health and wellbeing activities.
- iii. In preparation for the move to new building, HCCSA piloted a few projects with our service delivery partners at the Old Bath House. It aimed to test demands for facilities at the new site, these included:
- In 2018, we partnered Jun Mo Generations <http://www.junmo.co.uk/> and ran a range of workshops at Old Bath House community halls. Activities included martial arts training workshops and rehearsal for the 2018 Hackney Carnival. These activities attracted many new residents to take part in the Hackney Carnival under the Jun Mo banner and won the Best Newcomer Award at the Carnival.
 - In 2018 April, HCCSA held a meeting with East Asian artists and performers in the Old Bath House. Participants expressed that East Asian artists and performers need for a safe place to meet, share experience, rehearse and to support each other. In the following months, we advertised the upstairs offices to let, all the 4 offices were let out within two weeks to artists of various disciplines i.e. sculptor, painter, fashion designer and garment maker.
 - We partnered with the local pop-up groups and piloted pop-up restaurants in the Old Bath House. The events were very successful, tickets were sold out well in advance.
 - Through the Crowdfund London campaign, HCCS had developed a strong partnership with the "Potluck Club" - a group of East Asian food enthusiast and entrepreneurs. It has about 70 members from East Asian heritage regularly meeting to testing food products. We have planned a series of pilot events for this year. The Club has expressed its strong interest in working with us to develop the community kitchen and to generate more interests EA cuisines and products. For more information about the Potluck Club please see links:
 - <https://www.celestialpeach.com/events>
 - <https://drive.google.com/file/d/1lotQ8CS-1krCbWgwGYUBn1ujMMQJ4aHT/view?ts=5e30fd76>
 - We are working in partnership with the Jun Mo Generations (JMG) and have devised a program of new activities to be held at Old Bath House. JMG is a well-known and well-respected Hackney based group active in carnival arts and martial arts. Its members and participants are predominantly Hackney residents from a diverse background. JMG is

represented at HCCSA' Management Committee. For more information on Jun Mo Generations please see links:

- <http://www.junmo.co.uk/>
- <https://drive.google.com/file/d/1lotQ8CS-1krCbWgwGYUBn1ujMMQJ4aHT/view?ts=5e30fd76>

- iv. The results of the above collaborations illustrate our track record and commitment in partnering working and community development. Most of the people under the "Other Asians" category are likely to be new comers/immigrants to Hackney and are from smaller communities in numbers. We recognise the fact that these groups would be less organized and established in terms of cultural expressions and access to mainstream services. The services and activities at the Old Bath house will be opened to all members of the EA communities.
- v. Evidence shows that the creative and entrepreneurial economy are linked to places via human networks. London in an artistic and innovation-driven environment, good quality spaces is more likely to attract potential talents and generate innovative ideas. The workspace and office space at the Old Bath House will initially be offered at artists and members in the creative and cultural sectors. These spaces together with the community kitchen and halls will offer a great resource for East Asian communities to explore and celebrate their cultural identities as well as furthering their own endeavors in the cultural, artistic and business sectors.
- vi. From our experience arts, cultural and festivals activities are great opportunities in bring different cultures and people together. We believe that it is through these positive interactions, barriers will be broken down and social integration will be increased, and better relationships will continue be formed and sustained. This project will have a strong role in outreach and community development in encouraging smaller East Asian communities to use its space to organize themselves and to develop services to meet their specific community needs.

C.1 Management of the Old Bath House Building & Services

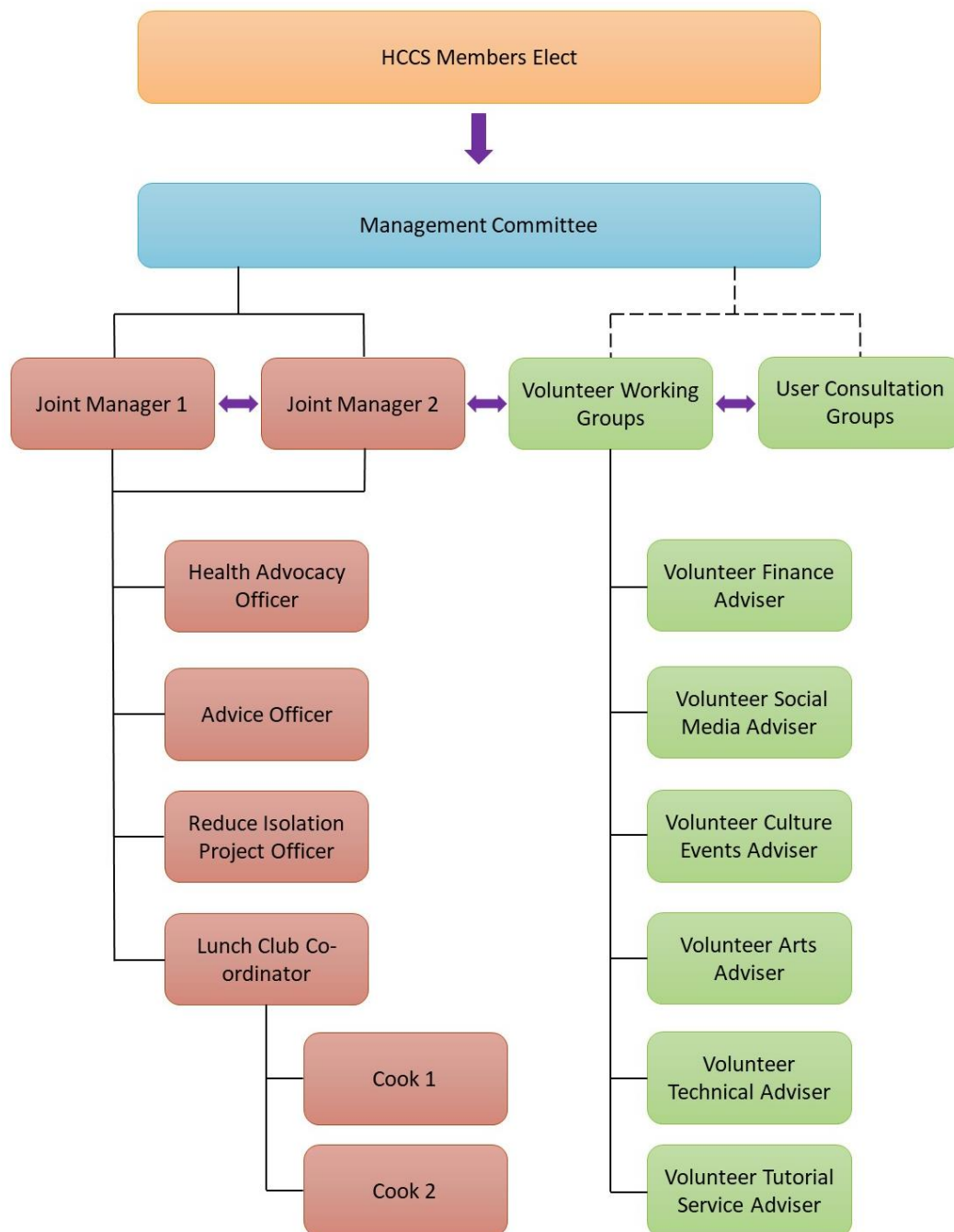
- i. The management of a community centre/voluntary organisation requires good teamwork at both executive and committee levels. The lesson learnt from An Viet Foundation is the importance of having a balance of strong leadership skills in the management committee and experienced staff on the ground.
- ii. HCCS is the sole leaseholder of the Old Bath House lease, it requires HCCSA to be responsible for the maintenance, repairs and management of the building. In the initial years when HCCS is relocated to the Old Bath House, its current services for the Chinese and Vietnamese community will form the core program of services and activities in the building whilst developing up projects for community kitchen, workspace, and office letting to bring in new users and visitors to the building.
- iii. HCCS has a small staff team consist of 5 part time employees delivering a range of projects, services and events servicing the Chinese and Vietnamese communities.

- iv. Currently HCCS has five funded programmes:
 - a. 3 days/week lunch clubs for Chinese and Vietnamese members.
 - b. A Health Advocacy project working with primary and community health services and Chinese and Vietnamese speaking patients in ensuring these patients are able to access healthcare services.
 - c. Advice project for Chinese and Vietnamese users.
 - d. Reduce Isolation Project – working with people with are 50+.
 - e. Activities for older people, funded by Lottery Fund Award for All.
 - f. HCCS also has a few regular activities run by volunteers.
- v. The main hall is regularly hired to many local community groups for meetings , social events, union meetings and private family events. Venue hire is one of our income streams.
- vi. HCCS's current premises at Ellingfort Road is leased from the Council. Since it expanded its remit in providing services to the Vietnamese community since the closure of An Viet House in 2017 the pressures on space is huge. The demand for space has way exceeded demands. Planning and scheduling activities are becoming increasingly difficult. Space for office use has decreased substantially as demand for activity space is growing.

C.2 Governance and Representation

- I. HCCSA is a registered charity and company limited by guarantee, it has been supporting Hackney Chinese and Vietnamese communities since the closure of the An Viet House in July 2017. We generously embraced Vietnamese members and on the advice of the Council amended our constitution to service this vulnerable group. Two of our current Management Committee members are of Vietnamese heritage.
- II. The HCCSA's governed by its constitution. HCCSA is a membership-based organization, the governing body of HCCSA is a voluntary Management Committee. The Management Committee appoint staff to carry out it executive duties in managing the community building and provide community services. The staff team is being held accountable to the Management Committee, and the Management Committee is being held accountable to the members. Management Committee members are elected by members at the Annual General Meeting. The current Management Committee consists of 8 members with a wide range of relevant skills and experiences to lead the organization forward. Membership of the management committee is from diverse range of East Asian communities.

III. HCCS Management Structure



- iv. HCCSA will continue its partnership working approach when operating from the Old Bath House. It will start the new planned programme of activities and community development work to provide a safe and welcoming space for East Asian communities. We will share our experiences with other community groups and support them to access mainstream services. In the medium term, we look to have a management committee which comprises of representative from a cross section of East Asian communities with appropriate skills and expertise to ensure the long-term sustainability of the resource centre.
- v. As part of our continuous efforts to be more sustainable, HCCSA has applied and

been invited to be one of the pilot projects funded by the GLA to learn more about best practice across the areas of legal, business modelling, governance, and the development of community share offers.

vi **Example of good practice in partnership working**

We HCCS agreed to work with the An Viet Foundation the 2 organisations drawn up a Joint Vision and Mission document. Below is an example of document sets out the details on how the partnership would work together towards establishing the Old Bath House East Asian Community Centre:

Our Joint Vision and Mission between HCCSA and the An Viet Foundation

The Chinese and Vietnamese community, have held a number of meetings with members of East Asian communities to develop the vision and mission of the East Asian resource centre as follow:

Our joint vision in this partnership is to ensure that no one, from among the migrant and refugees from the East Asian communities in Hackney, will live in poverty or social isolation.

Our mission is to work to bring East Asian communities together with values, towards the realisation of our vision, by widening the reach of our partnership with other communities from East Asian countries diasporas to be able to:

- Defend the rights and dignity of the members of our communities.
- Enable social and economic mobility and progress for our communities.
- Encourage and promote social interaction and integration amongst East Asian communities and the wider society.

Our shared values emanates from our belief in:

Equality and Diversity: we uphold these principles and believe that we are all equals, and that diversity in our communities should be used as a driving force for positive change.

Dignity and respect: We will treat people with respect and dignity and ensure that discrimination and prejudice have no room in our communities.

Solidarity: We will work together with openness and honesty, and ensure the integrity, transparency and accountability in working together.

Our aim is to establish the Old Bath House East Asian Community Centre (EACC), (referred to as Old Bath House Centre), as a welcoming home to the migrant/refugee communities from the East Asian countries and to provide essential community services to vulnerable members of our communities. We want to enable them to improve their livelihood, social mobility and networking across different communities and empower them to contribute to the wider British community.

To be able to achieve these aims; we will set up various community and social

enterprises, through the following objectives:

Steps and timeline to establish our project:

- A. Crowd fund for kitchen renovation through the Mayor's Crowdfund London, end of summer 2019.
- B. Renovate the kitchen and restaurant area, finish by end of 2020.
- C. Raise funds and grants to renovate the rest of the Old Bath House facilities to maximize the space use with design reflecting aspiration of the project. If the Good Growth Funds application is successful will aim to bring the renovation to complete by mid-2021.
- D. To explore structure for community kitchen and other business venture based in the building enabling asset lock and surplus reinvest into the communities.
- E. Move the offices, activities and services of HCCS to the Old Bath House Centre by mid- 2021.
- F. Establish the social enterprise activities for the kitchen by summer 2021.
- G. Develop and utilise fully the Old Bath House as a hub to support community and social enterprises, particularly from East Asian communities by 2021.

Income Generation Strategy

The Old Bath House will be a space for the activities of migrants/refugees from the East Asian communities through HCCS and its delivering partners. The funding and income sources from activities will be used to cover rent and maintenance costs for the use of the building.

HCCSA plans to maximise the incomes that can be generated from the kitchen and restaurant space. The renovation and fitting of the kitchen is be funded by the Mayor of Crowdfund London. Once the renovation and fitting of the new kitchen is finished, we plan to generate income through:

- 1. Community kitchen/restaurant - rental and use for catering business
 - Café/luncheon club, take away sandwiches space - 30-40 sitting capacity (left half of restaurant space as you enter).
 - Pop up restaurant - 2 to 3 days per week, evening only.
 - Cookery class - for schools and community cookery activities. The cookery class is activities suitable to bring cross community and cross generations involvement in sharing and learning from each other's culinary cultures and skills.
- 2. We also plan to raise funds through grant applications for capital and revenue from the Mayor's Good Growth Fund and other funding applications. The grants will be used for the renovation of the rest of the internal facilities in the centre.
- 3. Rooms and Hall hire
 - Office - 6 to 12 months license/rental of lock up rooms in the first floor -
 - Desk space - ground floor, half of the restaurant (8 desk spaces) , on the right side as you enter, and classroom 0011 (6 desk spaces), for hot-desking.
 - Events/ Exhibition hall hire - ground floor multi-function community apace

- Kitchen and hall hire - catering for birthdays, anniversary, wedding, fundraising events, etc hire venue and cooking facility.

Target Users and Marketing Strategy

Our target users for the building are primarily entrepreneurs and community members from the East Asian communities. Facilities will of course be open for use by different community organisations and the public in Hackney and the wider community.

The number of Chinese, Vietnamese and other East Asian communities are a growing in Hackney. The Chinese and Vietnamese communities are well established in Hackney and the Council has been supporting their community activities over the last 30 years.

The “Other Asian” communities are new and relatively recent arrivals in Hackney. In the 2011 census, the combined population of “Chinese and Other Asian” constitutes over 4% of the total population in Hackney.

The combination of existing community services and entrepreneurial activities of these communities will be a tremendous asset for marketing the facilities in the Old Bath House. Many members in our communities have well established catering businesses, pop up restaurants, food take-aways and small-scale businesses such as in arts and crafts, health and beauty, etc. There are also small self-help groups which would be interested in access to office desk space with computer, internet and photocopying facilities. We can market our office space and hot desk facilities to these groups. We will also target cooperatives and companies looking for affordable workspace in Hackney.

Our market research found that there is high demand to the services we plan to provide in the Old Bath House. There are many cultural festivals, celebrations, social events, weddings, birthdays, anniversaries etc. in our communities which are likely to seek hire of the hall in the building which will be put at a competitive price for the area. Activities like Tai-chi, yoga, Karate and self-defense training, dance lessons, rehearsals for theatre groups, etc. have strong interest in our communities with a need for space for their activities and lessons.

We have found only 2 or 3 kitchen hiring spaces in Hackney and they are mostly rented on a monthly basis at a very high price. There are a couple of pop up restaurant facilities in Dalston area which are mostly run on a commercial basis. The Shoreditch and south of Hackney borough has had a high demand in hot desking office space or artist workshop space.

The garden is an open community space that has great potential for community and festival events. Gardening projects such as growing East Asian plants and vegetables are activities that will bring cross communities and cross generations involvements.

The Old Bath House, when it is restored into its former beautiful condition will be a welcoming and attractive space to work in, to socialise and mingle with different communities.

Part 3 Financial Projection - Old Bath House Community Centre

See attached document in Supporting Information Section (Block14).

Document named: S2_SI_Doc 9_Old Bath House Inc_Exp Forecast

Part 4 Conclusion

The effort, time and resources contributed by the many people involved in the Old Bath House project are given almost wholly on a voluntary basis. All the work we have put into developing this project has been in addition to our usual work hours and duties. This is because we are committed to making this initiative a success. We believe that the Old Bath House project will be a long-term legacy for the benefit not just for the Asian communities but for the wider local communities too. We recognise that the project will continue to rely on the many volunteers' support to reach our goals.

The decline in public funding support to the voluntary sector is likely to continue in the foreseeable future. The four components in the project will help generate incomes to support community activities, reduce over reliance on public finance and enable the long-term sustainability of the community centre.

This project is a great example of a locally led regeneration and community transformation initiative. We are delighted to be able to work with Hackney Council's as one of our key partners in realizing this visionary project. The support from the GLA in our Crowdfunding campaign has been pivotal in creating more opportunities, possibilities and valuable connections. To date, through our tenacious and consistent efforts the project has achieved the first "impossible" in times of austerity. After years of working closely together LB Hackney has finally allocated the capital funding for the building's structural and compliancy works. Based on this success we were eligible to apply for the GGF for the interior works.

We will continue to seek to develop partner working and supports to sustain the Old Bath project. We seek to gain more skills and knowledge by actively engage with likeminded organizations and participant in relevant trainings.

We believe that it is only by collaborating and mutual learning that the Old Bath House will become a significant community resource for the East Asian communities to be stronger and more connected and prosperous for generations to come.

- END -



JUN MO GENERATION



Hackney Chinese Community Services
28-32 Ellingfort Road,
London
E8 3PA

Dear 

1st August 2019

Re: Partnership Working at the Old Bath House

We would like to thank you for the opportunity to deliver a series of carnival arts, health and wellbeing sessions in the six month programme at the Old Baths, it was a great success. This project has proven to bring communities and residents of all cultures together and has made an impact and established great interest for possible bigger projects.

The results was proven when Hackney Council announced we had won a 1st Prize awards at the Hackney Carnival 2018 awards ceremony, which was then announced into the Hackney Gazette.

We are very happy you have invited us to develop a partnership to plan and progress further into these exciting programmes educating the East Asian arts and culture to multi-cultural communities. We would be happy to meet up to plan out these on-going sessions and workshops for this new location. Hope to hear from you soon.

Yours faithfully



Ms Sindy C.S Man
Director of Jun Mo Generation

Hackney Chinese Community Services (HCCS)
Equality & Diversity Policy

Purpose of this document	
To state the company aims to safeguard those who may face inequality or harassment due to one or more of the nine 'protected characteristics.' These are protected from discrimination under equality legislation – the Equality Act (2010).	
Review frequency	Every 3 years

Document control				
Review Date	Notes	Reviewer	Approver	Approval Date
2019 Mar	Doc. Created			

Hackney Chinese Community Services (HCCS)

is committed to encouraging equality and diversity among our workforce, and eliminating unlawful discrimination.

The aim is for our workforce to be truly representative of all sections of society and our customers, and for each employee to feel respected and able to give their best.

The organisation - in providing goods and/or services and/or facilities - is also committed against unlawful discrimination of customers or the public

The policy's purpose is to:

- provide equality, fairness and respect for all in our employment, whether temporary, part-time or full-time
- not unlawfully discriminate because of the Equality Act 2010 protected characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin), religion or belief, sex (gender) and sexual orientation
- oppose and avoid all forms of unlawful discrimination. This includes in pay and benefits, terms and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents, requests for flexible working, and selection for employment, promotion, training or other developmental opportunities

The organisation commits to:

- encourage equality and diversity in the workplace as they are good practice and make business sense
- create a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognised and valued
 - This commitment includes training managers and all other employees about their rights and responsibilities under the equality policy. Responsibilities include staff conducting

themselves to help the organisation provide equal opportunities in employment, and prevent bullying, harassment, victimisation and unlawful discrimination

- All staff should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees, customers, suppliers and the public
- take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities
 - Such acts will be dealt with as misconduct under the organisation's grievance and/or disciplinary procedures, and any appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice
 - Further, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the Protection from Harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence
- make opportunities for training, development and progress available to all staff, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the organisation
- decisions concerning staff being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act)
- review employment practices and procedures when necessary to ensure fairness, and also update them and the policy to take account of changes in the law
- monitor the make-up of the workforce regarding information such as age, gender, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality and diversity, and in meeting the aims and commitments set out in the equality policy

Monitoring will also include assessing how the equality policy, and any sporting action plan, are working in practice, reviewing them annually, and considering and taking action to address any issues

The equality policy is fully supported by senior management.

Details of the organisation's grievance and disciplinary policies and procedures can be found at **Staff Hand Book**. This includes with whom an employee should raise a grievance – usually their line manager.

Use of the organisation's grievance and/or disciplinary procedures does not affect an employee's right to make a claim to an employment tribunal within three months of the alleged discrimination.



Complaints Procedure

HCCS aims to provide high quality services which meet your needs. We believe we achieve this most of the time: if we are not getting it right please let us know.

In order to ensure our services, remain at a high and improving standard, we have a procedure through which you can let us know of for any reason you are not satisfied with your dealings with the organisation.

If you are not happy with THE ORGANISATION please tell us. If you are unhappy about any THE ORGANISATION'S service, please speak to the relevant staff member, manager or Director.

If you are unhappy with an individual in THE ORGANISATION sometimes it is best to tell him or her directly. If you feel this is difficult or inappropriate, then speak to the staff member's manager or the Director.

Often, we will be able to give you a response straight away. When the matter is more complicated, we will give you at least an initial response within 7 working days.

Making a written complaint

If you are not satisfied with our response or wish to raise the matter more formally, please write to the Director/Chief Executive. (If your complaint is about the Manager), please write to the Chair.

All written complaints will be logged. You will receive a written acknowledgement within 4 working days.

The aim is to investigate your complaint properly and give you a reply within ten working days, setting out how the problem will be dealt with. If this is not possible, an interim response will be made informing you of the action taken to date or being considered.

If after we have responded you are not satisfied, please write to the Chair who will report the matter to the next meeting of the Trustees, which will decide on any further steps to resolve the situation.

Finally, please also let us know if you are happy with THE ORGANISATION'S services.

**Policy and Strategic Delivery
Chief Executive's Directorate**

Hackney Council
Mare Street
Hackney
London
E8 1EA

Hackney Chinese Community Services



 hackney.gov.uk

30 January 2020

Dear HCCS,

Old Bath House - Good Growth Fund Stage Two Application

We are writing to provide information in support of your Stage Two Good Growth Fund (GGF) application for the Hackney Community Bath House project.

As you know the Council supports the proposal to establish the East Asian Centre (EAC) at the Old Bath House site. This is a strong and exciting local project that has been developed, led by yourselves, over a number of years. It is a project that builds upon the legacy and association that the building has had with serving Hackney's East Asian communities.

We have continued to work with you over recent months to progress the plans to refurbish the building and have set aside £400,000 of Council funds for 'landlord works' to improve the condition of the building. We are working proactively with your project team and architects to coordinate these works with investment you may make as the tenant.

The Council remains open to granting a lease for the building to HCCS and our joint discussions and work on this issue are positive and ongoing.

We recognise that you already have representatives from different backgrounds on your Management Committee and that you are committed to developing a model of governance that will include representation from a range of East Asian communities.



We also know that you already work in partnerships and that you have long standing and strong links with the communities you serve.

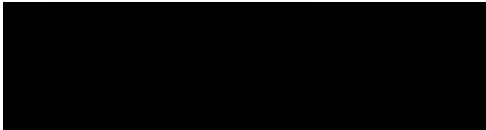
As discussed at our recent meeting, we do need to gain a clearer understanding of your planned approach to inclusive governance and partnerships at the new centre. This requirement is consistent with the GLA's GGF Stage One Feedback and the further clarification that they have requested in your Stage Two submission.

Provided the Council is satisfied with your proposed approach to the development and ongoing maintenance of effective and inclusive governance and partnerships arrangements for EAC, we will progress the drafting and offer of a lease to HCCS.

You should also note that, because you will require a longer term lease in order to meet funding requirements, Cabinet approval is needed. This process normally takes about two months. However, assuming the above issues and clarifications have been addressed, it will be possible to provide further updates to the GLA regarding progress on the lease should this be required.

We wish you every success with your Stage Two Good Growth Fund application and look forward to hearing the outcome in the near future.

Yours sincerely,

A large black rectangular box redacting the signature of the Strategic Lead.Two small black rectangular boxes redacting the first and last names of the Strategic Lead.

Strategic Lead (Strategic Relations)

(PRELIMINARY)
BUDGET ESTIMATE

for the

FITTING OUT OF A NEW COMMUNITY CENTRE

at the

OLD BATH HOUSE
12-14 ENGLEFIELD ROAD
LONDON
N1 4LS

for

SOUTHEAST AND EAST ASIAN COMMUNITY
(SEAC)

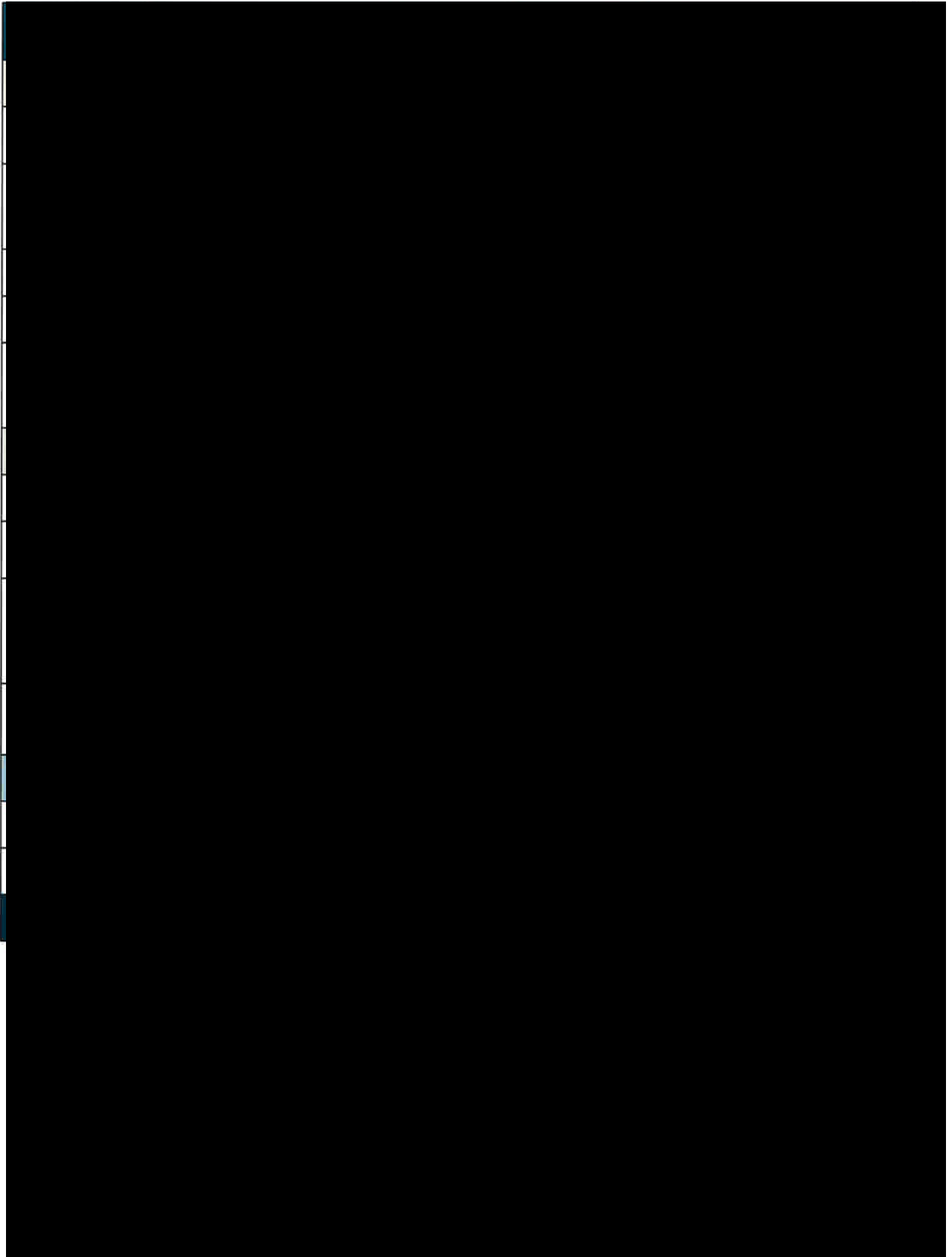


Project Mangers | Construction Cost Consultants

7th October 2019

SUMMARY

Based on Architecture 00 sketch proposals attached.



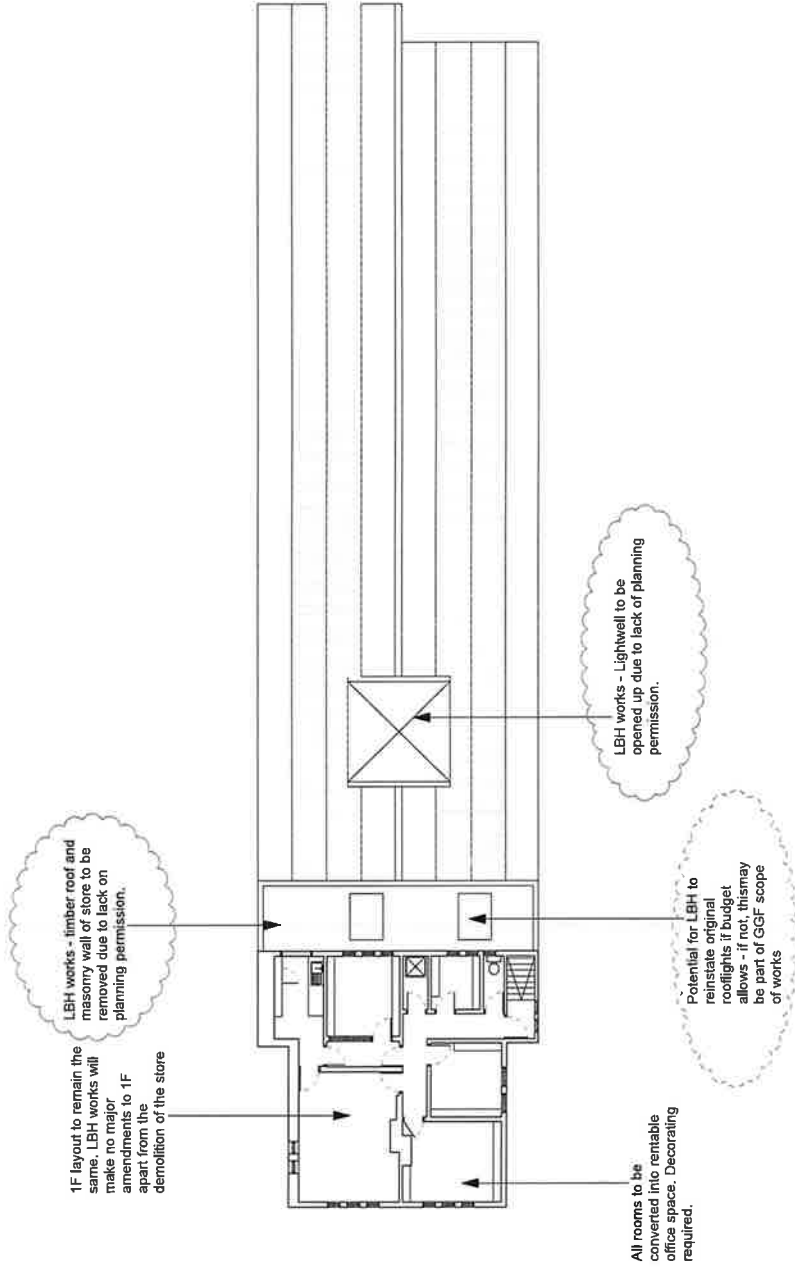
[illegible]



NB. For **EXCLUSIONS** see Summary.



- 1: Restaurant reception / entrance area
- 2: pop-up restaurant (3 nights a week) and area for weekly lunch club. To sit 40 - 45 people
- 3: New industrial kitchen. (part of crowdfund London allocation)
- 4: Kitchen store / cold room
- 5: coworking space 01 - with cafe served by kitchen
- 6: Coworking space 02
- 7: Printer & store room for coworking space
- 8: existing classroom to remain
- 9: Existing classroom to be subdivided
- 10: multipurpose space to be used for a series of events as well as for hire. This space opens up onto garden and should be able to be partially subdivided by movable partitions.
- 11: Temporary classrooms/spaces enclosed via movable partitions
- 12: deep storage along full width of wall
- 13: Existing kitchenette to remain in order to serve space
- 14: exit onto garden space



NOTES:
Refer to existing drawings for key dimensions
This drawing is for pricing purposes only

— Elements that will fall under the LBH works

— Elements that may fall under the LBH works - if they do not, they will be included in GGF budget

4 1F Plan proposed
Scale: 1:200

Stage 2 Information Change Index

Project Name: The Old Bath House East Asian Community Centre

Block	Block Title	Change Outline
1	Project Details	No change
2	Organisation Details	No change
3	Project Aims	No change
4	Project Elements	Significant change made - edited all text boxes
5	Community Support & Engagement (NEW)	Significant change made - edited all text boxes
6	Milestones	All updated with the latest information
7	Budget	All updated with the latest information
8	Match Funding Details	All updated with the latest information
9	Risks & Issues	Updated information provided at Stage 1. At Stage 2, added 2 Risks & 1 new issue
10	Site Ownership & Permissions	Updated
11	Management, Design & Evaluation (NEW)	New information provided
12	Outputs	Could not update the information inputted into the Portal at Stage 1. At Stage 2, added about approximately 20 new outputs in the ADDITIONAL OUTPUTS BLOCK
13	Additional Outputs (NEW)	At Stage 2, added approximately 20 new outputs
14	Supporting Information (NEW)	At Stage 2, added 8 supporting documents
15	Partnership Details	Updated information.
16	Additional Project Elements	No change

Project - East Asia Community Centre (5 Years Income & Expenditure Forecast)

[illegible]

East Asia Community Centre - Flow of Funds (Q & Y)												
		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
2017												
Q1	2017											
Q2	2017											
Q3	2017											
Q4	2017											
YTD	2017											
2018												
Q1	2018											
Q2	2018											
Q3	2018											
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Q3	2025											
Q4	2025											
YTD	2025											
2026												
Q1	2026											
Q2	2026											

Hackney Community Bath House	
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Quarterly Analysis on Operations Incomes and Expenses Forecast

[illegible]

Hackney Community Bath House	
Operations Incomes and Expenses Forecast	

[illegible]

[illegible]

Appendix 2: HCCSA Fundings Summary

[illegible]

[illegible]

[illegible]

[REDACTED]

From: [REDACTED]
Sent: 02 December 2019 16:18
To: [REDACTED]
Cc: [REDACTED]
Subject: Hackney Old Baths update

Hi [REDACTED]

To fill you in on the situation with the Old Baths.

Hackney Old Baths won Crowdfund London funding from the GLA, followed shortly after by a submission to the Good Growth Fund.

As you will recall, we received two applications for the same project – one from the Hackney Chinese Culture Services, and one from Kanlungan Filipino Consortium. I appraised both projects. The application from Kanlungan was unviable, and did not go through to Stage 2; the one from HCCS scored well and was put forward for Stage 2, with feedback flagging this lack of clarity around the partnerships (stemming from the individual GGF applications).

[REDACTED] has today shared that Kanlungan Filipino consortium emailed her conveying that they no longer feel they are an equal partner in the project, and are now calling on the GLA to confirm our support for the applications if the nature of the original partnerships have shifted from the time of their submission.

The wider considerations are that HCCS were the lead applicant for the Crowdfund London proposal which won £50K towards the fit-out of a community kitchen in the Baths building, which is owned by LBH, who are investing £400K into its upgrade. The viability of the wider project is dependent on the GGF (£400K) for fit-out costs to supplement income that will be generated through the kitchen.

We have all now spoken and are suggesting the below courses of action/next steps:

1. Seeking clarification from LBH as to their understanding of the partnership, the status of the lease, and whether grant of the lease is dependent on the composition of this wider consortium.
2. Informed by the above, allowing HCCS to progress with a Stage 2 application, with award of funding subject to adequate response around the material changes to the partnership, vis a vis lease conditions, and governance
3. [REDACTED] is looking into the original CFL campaign to look for whether the project campaign explicitly mentioned the composition of partnerships

Just wanted you to be aware of this situation. Let us know if you have any further thoughts or actions you think would be good to follow up on.

[REDACTED]

[REDACTED]

Senior Project Officer, Regeneration and Economic Development Team
GREATERLONDONAUTHORITY
City Hall, The Queen's Walk, London SE1 2AA

[REDACTED]

[REDACTED]london.gov.uk

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: 05 March 2020 12:56
To: [REDACTED]
Cc: [REDACTED]
Subject: Hackney Old Baths GGF application - Ops & moderation request

Dear Area Team Managers,

I'm writing to let you know that [REDACTED] and I met with Kanlungan Consortium this morning to discuss the breakdown of their partnership with Hackney Chinese Cultural Services with regard to the Old Baths Crowdfund project and subsequent Good Growth Fund application.

They had submitted various FOIs related to HCCS's application, and wanted to raise the fact that under supplementary information, HCCS included several letters of support for the project partnership between HCCS and the Kanlungan Consortium. They requested that these letters not be considered as legitimate during Stage 2 appraisal, considering the breakdown of the partnership.

We agreed to record this request within Ops, which I have now done, as well as notify yourselves.

The supporting letters were not deemed to be a significant determinant of the scores for the Old Bath House project lead by HCCS. We further note that Hackney Council has been supportive of the project progressing under the sole leadership of HCCS.

Thanks,

[REDACTED]

[REDACTED]

Senior Project Officer, Regeneration and Economic Development Team
GREATERLONDONAUTHORITY
City Hall, The Queen's Walk, London SE1 2AA

[REDACTED]

[REDACTED] [london.gov.uk](https://www.london.gov.uk)

[REDACTED]

From: [REDACTED]
Sent: 06 December 2019 13:53
To: [REDACTED]
Cc: [REDACTED]
Subject: Hackney Bathhouse - next steps

Hi all,

Brief summary note on what has occurred with the Hackney Community Bathhouse CFL/GGF application.

I think everything is in hand, we are just proceeding carefully, in order to come to a balanced conclusion and next steps. My overall feeling is that after we go back to Kanlungan with some clarifications, and hopefully explore whether they couldn't consider remaining in the partnership, we will have to ask Spacehive to issue an update to all backers asking them to confirm they are happy to remain backing the project, allowing any Kanlungan backers to withdraw their support.

Hackney remains committed to making improvements to the property for VCS purposes. The lease is not currently off the table, and they plan is to invest the £400k in line with drawings submitted as part of the GLA proposal.

Overall, I am taking a view that we allow the project to proceed with a Good Growth R3 application, provided that HCCS are able to provide greater clarification on how their governance structure allows equal voice between partners and intentions with regard to profit splits in their business model.

Thanks,

[REDACTED]

[REDACTED]

Senior Project Officer, Regeneration and Economic Development Team
GREATERLONDONAUTHORITY
City Hall, The Queen's Walk, London SE1 2AA

[REDACTED]

[REDACTED]london.gov.uk

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

From: [REDACTED]@hackney.gov.uk>
Sent: 06 December 2019 09:35
To: [REDACTED] <[REDACTED]@london.gov.uk>
Subject: The Old Baths

Hi [REDACTED]

Please see an update on a discussion with colleagues from property regarding the Old Bath House.

In the first instance Property Services and LBH's VCS partnership team are still committed to making improvements to the property for VCS purposes. The lease is not currently off the table, and they plan is to invest the £400k in line with drawings submitted as part of the GLA proposal.

Three options currently being considered:

1. Encourage both organisations to work together
2. Progress the lease with Hackney Chinese Association and request that they develop new governance and place conditions to make the space more accessible to the Vietnamese and other communities.
3. Advertise the property to VCS portfolio organisations.

The original agreement would have been with a special purpose vehicle CIC based on a partnership between both organisations.

██████████ is leading on this from LBH Property email: ██████████@hackney.gov.uk and ██████████ is the partnership lead, email: ██████████@hackney.gov.uk

Both ██████████ would like to discuss this with you so I will forward your contact details on to them.

Please let me know if you require additional information. From our perspective it would be good to know which organisations bid was the strongest.

██████████
Area Regeneration Manager - Dalston, Hackney Central and Homerton
Neighbourhoods & Housing Directorate
Hackney Council
2 Hillman Street

██████████@hackney.gov.uk
www.hackney.gov.uk

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[REDACTED]

From: [REDACTED]@hackney.gov.uk>
Sent: 07 January 2020 16:13
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: The Old Baths

Hi [REDACTED]

Happy New Year.

Thanks for the update - very useful. If you could share the Spacehive message to backers with us that would be helpful.

Regarding the Crowdfunding milestones and delays - we did encourage HCCS to explore flexibility on deadlines with [REDACTED] and we would support such a request. As I said in my email (9th Dec.), we are still supportive of the East Asian Community Centre and we are still open to HCCS taking on a lease along the lines previously envisaged. However, the current position (which we have communicated clearly to HCCS), is as follows:

- It will not be possible to conclude a lease agreement with HCCS by 31/1/20. We cannot just revert to the lease that was discussed and offered (in July 19) because the situation has changed since then, nor can we use the lease that was being prepared for the proposed 'SEAC Community Interest Company' (HCCS / BKHA joint venture) because that partnership has broken down.
- We will need to agree and prepare a new draft lease which will take some time. In addition, because LBH Cabinet approval is required for a longer lease (to meet GLA funding requirements), this will also add to the time needed to conclude any lease agreement.
- As with the previous drafts, a new lease would only be offered with conditions related to governance and partnerships. We would need to be satisfied that these issues have been addressed and helpfully your GGF phase 1 feedback is entirely consistent with this position. We would also update our 'VCS lease eligibility assessment' for HCCS which would entail scrutiny of their business plan.

Meanwhile, notwithstanding the ongoing discussion about how they will address governance and partnership issues and regarding a new draft lease agreement, we are working with them to progress the plans for the building. So for example, we are arranging to meet their architects next week to talk about the programme and schedule of works for the Old Bath House.

We are also meeting HCCS tomorrow (8th jan.) to progress the above discussions and again later in January.

Let me know if you need any further information at this stage.

[REDACTED]

----- Forwarded message -----

From: [REDACTED] <[REDACTED]@london.gov.uk>

Date: Mon, 6 Jan 2020 at 12:05

Subject: RE: The Old Baths

To: [REDACTED]@hackney.gov.uk>

Cc: [REDACTED]@hackney.gov.uk>, [REDACTED] <[REDACTED]@london.gov.uk>, [REDACTED]

<[REDACTED]@london.gov.uk>, [REDACTED]@hackney.gov.uk>, [REDACTED]

[REDACTED]@hackney.gov.uk>, [REDACTED]@hackney.gov.uk>

[REDACTED]

From: [REDACTED]@hackney.gov.uk>
Sent: 09 December 2019 17:47
To: [REDACTED]
Cc: [REDACTED]
Subject: Re: The Old Baths

Hi [REDACTED]

I have answered your specific queries - blue font below.

With respect to the partnership issues we are still working with both parties to understand what has happened and how best to move forward positively, with what is potentially a really exciting and beneficial project for the borough. We will keep you updated on this. Both have indicated a willingness to work together on the Community Kitchen.

1. *The first is that HCCS issued a letter to Kanlungan Filipino Association on the 8th October suggesting that Kanlungan failed to provide them evidence critical to both securing a VCS lease from LBH as well the Good Growth Fund. HCCS suggested that LBH had requested that BKHA (Housing Association associated with Kanlungan) providing backing evidence that BKHA has track record of providing community services meeting the needs in Hackney, and evidence that 80% of its users are Hackney residents in order to complete their eligibility assessment on whether BKHA can take up a VCS lease from the Council. This material was allegedly not provided to HCCS by Kanlungan, by the 6th October deadline suggested, at which point HCCS decided to terminate the partnership with Kanlungan in pursuing the AVH lease and the GGF application with immediate effect. **Is this an accurate representation vis a vis LBH requirements?***

LBH undertake Eligibility Assessments of all organisations wanting to take on a VCS lease, and require them to demonstrate that they meet specific criteria including; track record, percentage of local users, business case and plan for the premises, partnerships, financial information etc. So in that sense, this is an accurate description of the Council's normal VCS lease eligibility requirements. **In point of fact, a satisfactory VCS lease eligibility assessment on BKHA/Kanlungan was completed shortly after the 8th - report dated 11/10/19. However, this issue was only one factor that was causing HCCS to be concerned about BKHA / Kanlungan's capacity to meet the GGF deadlines. Actually, I think this paragraph in the HCCS letter is indicative of a more broad ranging breakdown of HCCS' confidence in BKHA and of the communication between the two organisations - almost certainly exacerbated by both feeling the pressure of a looming GGF application deadline!**

2. *The HCCS letter to Kanlungan also suggested that HCCS was offered a draft lease by LBH on 15 July, which named HCCS as a sole tenant of 12-14 Englefield Road. Their letter they did not accept the sole lease and proposed instead a joint lease with BKHA on behalf of Kanlungan, or a lease to a CIC when it is formed. The letter concludes that HCCS will now inform the Council that it is able to accept the sole lease, with Kanlungan remaining as a partner in the community kitchen and potentially as a sub tenant. A draft lease from LBH was submitted as part of supporting evidence to the HCCS application, and naming HCCS as sole tenant. **Can you confirm that the draft lease originally sat with HCCS, as stated, and that the draft lease submitted to Good Growth Fund is valid?***

This is accurate - HCCS were provided with a draft lease by LBH on 15th July (but as above this was subject to an eligibility assessment and acceptable business plan). This then shifted to an in principle the offer of a lease to a new CIC being proposed by HCCS and BKHA/Kanlungan jointly (again this would have been subject to an eligibility assessment and acceptable business plan).

We are still supportive of the East Asian Community Centre (EAC) as set out in HCCS's application and we are still open to HCCS taking on a lease as previously envisaged. They haven't shared the lease they submitted with their GGF application - but I assume it's the one offered on the 15th July? That is based on our standard VCS lease and so to that extent it is valid. But we will want to revisit this to ensure that the right governance, organisational structure, and partnerships are in place to ensure the success of the project. Any lease agreement would be conditional on these issues being properly addressed. We would have revisited the lease anyway, because the one offered on the 15th July ran only until 2022 and with GGF investment (or any other significant capital investment) we would be willing to consider a longer lease term to meet funding requirements.

Hope this helps - let me know if you need anything further from us.

On Fri, 6 Dec 2019 at 10:41, [REDACTED] <[REDACTED]@hackney.gov.uk> wrote:

Hi [REDACTED]

Can you clarify the points below for colleagues at the GLA.

Thanks

[REDACTED]
Area Regeneration Manager - Dalston, Hackney Central and Homerton
Neighbourhoods & Housing Directorate
Hackney Council
2 Hillman Street
[REDACTED]
[REDACTED] <[REDACTED]@hackney.gov.uk>
www.hackney.gov.uk

----- Forwarded message -----

From: [REDACTED] <[REDACTED]@london.gov.uk>

Date: Fri, 6 Dec 2019 at 10:31

Subject: RE: The Old Baths

To: [REDACTED] <[REDACTED]@hackney.gov.uk>, [REDACTED] <[REDACTED]@london.gov.uk>

Cc: [REDACTED] <[REDACTED]@london.gov.uk>

Hello [REDACTED]

Thanks for the below information.

We are two further points of clarification that would be helpful for us to obtain from you.

1. The first is that HCCS issued a letter to Kanlungan Filipino Association on the 8th October suggesting that Kanlungan failed to provide them evidence critical to both securing a VCS lease from LBH as well the Good Growth Fund.

HCCS suggested that LBH had requested that BKHA (Housing Association associated with Kanlungan) providing backing evidence that BKHA has track record of providing community services meeting the needs in Hackney, and evidence that 80% of its users are Hackney residents in order to complete their eligibility assessment on whether BKHA can take up a VCS lease from the Council. This material was allegedly not provided to HCCS by Kanlungan, by the 6th October deadline suggested, at which point HCCS decided to terminate the partnership with Kanlungan in pursuing the AVH lease and the GGF application with immediate effect.

Is this an accurate representation vis a vis LBH requirements?

2. The HCCS letter to Kanlungan also suggested that HCCS was offered a draft lease by LBH on 15 July, which named HCCS as a sole tenant of 12-14 Englefield Road. Their letter they did not accept the sole lease and

proposed instead a joint lease with BKHA on behalf of Kanlungan, or a lease to a CIC when it is formed. The letter concludes that HCCS will now inform the Council that it is able to accept the sole lease, with Kanlungan remaining as a partner in the community kitchen and potentially as a sub tenant. A draft lease from LBH was submitted as part of supporting evidence to the HCCS application, and naming HCCS as sole tenant.

Can you confirm that the draft lease originally sat with HCCS, as stated, and that the draft lease submitted to Good Growth Fund is valid?

We are supportive of the principle of enabling the partnership to continue working, on the condition that the relationship is salvageable. Equally, we do not want to force a relationship contractually if it has broken down before the partnership has begun.

From a scoring perspective, the HCCS application scored 75%, while the Kanlungan application scored 54% (below the Stage 2 threshold).

It appears that HCCS have offered Kanlungan to be a remaining partner in the community kitchen and sub-tenant, and we will be exploring with Kanlungan whether this is acceptable, subject to clearer governance to ensure that representation between the partners, as per your suggestions.

██████ is managing the Crowdfund London portion of the project, which received support from the GLA for the community kitchen element, so please keep her cc'd into any responses.

Best,

██████

From: [REDACTED]@hackney.gov.uk>
Sent: 06 December 2019 09:35
To: [REDACTED] <[REDACTED]@london.gov.uk>
Subject: The Old Baths

Hi [REDACTED]

Please see an update on a discussion with colleagues from property regarding the Old Bath House.

In the first instance Property Services and LBH's VCS partnership team are still committed to making improvements to the property for VCS purposes. The lease is not currently off the table, and they plan is to invest the £400k in line with drawings submitted as part of the GLA proposal.

Three options currently being considered:

1. Encourage both organisations to work together
2. Progress the lease with Hackney Chinese Association and request that they develop new governance and place conditions to make the space more accessible to the Vietnamese and other communities.
3. Advertise the property to VCS portfolio organisations.

The original agreement would have been with a special purpose vehicle CIC based on a partnership between both organisations.

[REDACTED] is leading on this from LBH Property email: [REDACTED]@hackney.gov.uk and [REDACTED] is the partnership lead, email: [REDACTED]@hackney.gov.uk

Both [REDACTED] would like to discuss this with you so I will forward your contact details on to them.

Please let me know if you require additional information. From our perspective it would be good to know which organisations bid was the strongest.

[REDACTED]
Area Regeneration Manager - Dalston, Hackney Central and Homerton
Neighbourhoods & Housing Directorate
Hackney Council
2 Hillman Street
[REDACTED]
[REDACTED]@hackney.gov.uk
www.hackney.gov.uk

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From [REDACTED] <[\[REDACTED\]@london.gov.uk](mailto:[REDACTED]@london.gov.uk)>

Sent: 23 January 2020 11:39

To: [REDACTED] <[\[REDACTED\]@london.gov.uk](mailto:[REDACTED]@london.gov.uk)>

Cc: [REDACTED] <[\[REDACTED\]@london.gov.uk](mailto:[REDACTED]@london.gov.uk)>; [REDACTED] <[\[REDACTED\]@london.gov.uk](mailto:[REDACTED]@london.gov.uk)>

Subject: GGF Round 3 Old Bath House application No. P15613

[REDACTED]

We will pick this up and draft a response.

[REDACTED]

See attached, can I ask that a little bit of digging will shed light on this as to why one organisation over another but both focused on the same building should have been successful at stage 1 and the other not. Can you draft a reply for [REDACTED]

Thanks

[REDACTED]

Programme Office Manager, Regeneration and Economic Development
GREATERLONDONAUTHORITY
City Hall, The Queen's Walk, London SE1 2AA

[REDACTED]

Officer Note on Hackney Community Bathhouse Project

6 December 2019

SUMMARY NOTES

27 August 2019

Hackney Community Bathhouse Project is awarded £50,000 from Crowdfund London. The project has 424 backers on Spacehive and has raised £53,360 from the community. The description of the project on Spacehive is:

The Hackney Chinese Community Services (HCCS) is the lead partner in this community kitchen project. HCCS is a registered charity based in Hackney. It has been running for over 30 years servicing the Chinese and Vietnamese community and supporting their integration in British Society...We are partnering with Bahay Kubo Housing Association (BKHA). BKHA is the lead organisation in the Kanlungan Filipino Consortium, which is also a registered charity, of a similar philosophy and vision.

The project description also sets out:

This will benefit 3 largest minorities (Chinese, Vietnamese and Filipinos) in Hackney, regenerate the local neighbourhood, supporting many marginalised community members. The 3 partnering communities have a long history of community services; this collaboration will develop an East Asian community resource centre benefiting the 3 biggest East Asian migrant and refugee groups, sharing their experiences and heritage in making Hackney their new home.

On the Spacehive page, it was that the kitchen would be run as a regular café and hub for office spots, with facilities for social entrepreneurs to start up their business, and that the surplus from running the community kitchen social enterprise will be reinvested into partner communities.

27 September 2019

Inception meeting held between GLA Officers and project team at HCCS offices.

A draft contract is being discussed together with HCCS (with whom GLA holds the contract) and a representative of Bahay Kubo Housing Association (BKHA).

Minute meetings from inception meeting for Crowdfund London community kitchen element convey that project partners intended to form a CIC and employ a Centre Manager to run the building, stating that HCCS and Kanlungan/BKHA's will be the "anchor tenants"; the two organisation's existing rents and overheads will form the core in meeting the liability towards SEEAC's outgoings with hiring and activities to generate incomes to meet the shortfall, and hopefully can make a surplus to support community activities.

In terms of management of the space, it was suggested that as the Chinese community has expertise in the catering industry, it will lead on the community kitchen, it has a luncheon club and is piloting food projects to develop cookery/hospitality classes; BKHA has expertise in lettings and it is likely that BKHA will lead on the letting of the workspaces and offices. Both HCCS and Kanlungan have community activities, their existing activities will move to the Old Bath House, the multi-purpose areas are likely to be joint lead in conjunction with the Centre Manager. It was also indicated that

the Business Plan contains the development of a social enterprise Care Agency to harness the expertise of the Filipino community the Care industry and that Kanlungan will lead on this.

8 October 2019

HCCS issued a letter to Kanlungan Filipino Consortium as Kanlungan had not provided them with material requested by 6th October deadline. Evidence was requested from LB Hackney that BKHA (Housing Association associated with Kanlungan) has track record of providing community services meeting the needs in Hackney, and evidence that 80% of its users are Hackney residents in order to complete their eligibility assessment on whether BKHA can take up a CVS lease from the Council.

This material allegedly not provided to HCCS by Kanlungan, at which point HCCS decided to terminate the partnership with Kanlungan in pursuing the AVH lease and the GGF application with immediate effect.

The letter also acknowledged Kanlungan's contributions to the Crowdfund London campaign and community kitchen element and propose to meet and discuss partnership arrangements for the community kitchen project. They further proposed that the community kitchen be set up as a share holding community enterprise, with the shares to Kanlungan proportionate to the amount of pledges originated from Kanlungan, or alternatively proportionate to the number of backers originating from Kanlungan.

The letter states the Council offered a draft lease to HCCS as a sole tenant of 12-14 Englefield Road on 15 July 2019. HCCS did not accept the sole lease and proposed instead a joint lease with BKHA on behalf of Kanlungan, or a lease to a CIC when it is formed. The letter concludes that HCCS will now inform the Council that it is able to accept the sole lease, with Kanlungan remaining as a partner in the community kitchen and potentially as a sub tenant.

18 October 2019

GLA Receives two separate GGF applications from Kanlungan Filipino Consortium for the Hackney Community Bathhouse

HCCS' application

- is for £400,000
- Now names Islington and Shoreditch Housing Association (ISHA) is a housing association managing and developing housing for people in North and East London. ISHA will take the role of project management for the proposed capital works in this application.
- It also contained a draft lease from Hackney Council to HCCS as sole tenant - not signed
- Stage 1 Concept design by architects, executive summary of business plan
- Scores 75%

Kanlungan Filipino Consortium's application

- Is for £400,000
- Is submitted by Bahay Kubo Housing Association (BKHA) citing Kanlungan Filipino Consortium as a partner
- Does not contain any appended material, though makes reference to lease, business plan and architectural work
- Scores 54% (below threshold to proceed to Stage 2)

29 November 2019

GLA Receives email from Kanlungan Filipino Association.

The email suggests that in the original agreement between HCCS and Kanlungan that Bahay Kubo Housing Association (BKHA), should act as the lead organisation for this because of its experience in property management, renovation and development.

The letter states that HCCS proposed that instead of being run as an equal partnership, the community kitchen would be set up as a shareholding community enterprise, with the shares to Kanlungan proportionate to the amount of pledges originated from Kanlungan, or alternatively proportionate to the number of backers originating from Kanlungan. They state that they were not prepared to accept this proposal to convert a community service project where we are equal partners to a business model in which we would be shareholders, and that this was not the purpose of the community kitchen project as presented to crowdfund backers.

The letter went on to say that HCCS would take over as the lead organisation in the GGF application and that BHKA would have no further role in the project.

They suggest that they proposed a compromise, for the purposes of a GGF bid, of switching the previously agreed roles so that HCCS would become the lead organisation for the GGF application and BKHA would become the delivery partner. However, HCCS refused to accept this compromise and kept to their position of terminating the partnership (according to Kanlungan).

NEXT STEPS

GLA Observations

- The original Spacehive project page mentions that the surplus from running the community kitchen will be reinvested into partner communities
- There is a case that backers were supporting a partnership between the organisations as represented
- HCCS, BKHA and Kanlungan Consortium all pledged to the project at various points
- HCCS has clearly led the project to date, but the original project proposed a role for BKHA as managing the space and construction
- The CIC was unformed, so it was unclear what structure this would take at the point of CFL and GGF Stage 1 applications, from the perspective of governance or profit share
- Control of the space, and proportion of income from the community kitchen seem to be the primary bones of contention

Feedback from LB Hackney

In the first instance Property Services and LBH's VCS partnership team are still committed to making improvements to the property for VCS purposes. The lease is not currently off the table, and they plan is to invest the £400k in line with drawings submitted as part of the GLA proposal.

Three options currently being considered:

1. Encourage both organisations to work together

2. Progress the lease with Hackney Chinese Association and request that they develop new governance and place conditions to make the space more accessible to the Vietnamese and other communities.
3. Advertise the property to VCS portfolio organisations.

The original agreement would have been with a special purpose vehicle CIC based on a partnership between both organisations.

NEXT STEPS

1. Additional clarifications from LBH
 - a. We have sought feedback from LBH and clarification as to whether LBH requested information from BKHA that would determine its eligibility to take up a VCS lease by an October 6th deadline.
 - b. We have also confirmed clarification as to whom the draft lease originally was negotiated with, and issued to, as some statements that it would be issued to a CIC, while the lease submitted as supplementary information in the Stage 1 application by HCCS shows HCCS being the sole tenant on the lease.
2. We will be asking Kanlungan for clarifications including
 - a. Their understanding of how the community kitchen CIC would work, in terms of profit share, as declared on the Spacehive page
 - b. What date they were asked to provide information and statistics to HCCS in preparation for the Good Growth application, and to determine by LBH whether they were eligible to take on a VCS lease
 - c. Why it is unacceptable for the project to proceed with Kanlungan remaining as a partner in the community kitchen and potentially as a sub tenant of the space

OPEN PROJECT SYSTEM

The Southeast and East Asian Centre
(SEAC)

Status: Stage 1 Submitted

Project summary report

Project ID: P15613

Good Growth Fund Round
3

Good Growth Fund Round 3

Project Details

Unapproved changes on 12/10/2019 by 

Project title

The Southeast and East Asian Centre (SEAC)

Bidding arrangement

Bahay Kubo Housing Association

Organisation name

Bahay Kubo Housing Association

Programme selected

Good Growth Fund Round 3

Project type selected

Good Growth Fund Round 3

Description

Opened in 1931, the Old Bath House building on Englefield Road is in the conservation area of De Beauvoir Town, Hackney. In the 1980s the Vietnamese community converted it into a restaurant & community centre until its closure in 2017. The building is in disrepair requiring extensive structural and renovation works. Hackney Council has approved £400,000 to ensure the building meets compliance standards making it safe and habitable; funding is required to complete the works. Once renovated, it will house a restaurant, community kitchen, pop-up restaurants, community cafe, hot-desking spaces, office premises, training/ seminar rooms and a large open hall for community events, arts/cultural activities. This innovative project is a joint vision of the Bahay-Kubo Housing Association and the Kanlungan organisation working together ensuring that this project creates opportunities for regeneration, fosters greater cohesion and contributes to the local socio-economy for communities in Hackney.

Organisation Details

Unapproved changes on 12/10/2019 by  

Type of Organisation

Housing association

Is your organisation VAT registered?

no

Main Contact Name

[REDACTED]

Main Contact Telephone Number

[REDACTED]

Main Contact Email Address

info@bahaykubo.org.uk

Secondary Contact Name

[REDACTED]

Secondary Contact Telephone Number

[REDACTED]

Secondary Contact Email Address

[REDACTED]

Community Support and Engagement

Unapproved changes on 13/10/2019 by [REDACTED] [REDACTED]

Describe any complementary projects or initiatives that already take place in the local area and how your project will relate to them

We have established working arrangements with a diverse consortium of local providers, as an RSL we have access to other RSL's, tenant and residents' groups, Neighbourhood Panels, Youth Groups and Advisory Centres; all have experience of working with local residents including those with mental health (Remploy and Mind), low skilled (Hackney Learning Trust, Hackney College), BAME, 50+ (CWC), LDD (Remploy). We work with the Filipino Domestic Workers Assoc., and Tanglaw Women's Group. We recently joined Made in Hackney and the Opportunity Hub to promote training and employment opportunities.

Have you undertaken any local engagement to date for your proposed project?

yes

Provide details of any existing or planned local engagement for your project

We carried out a Survey Monkey online and a paper-based survey and talked and consulted with BKHA/Kanlungan service users, questioned members of the local Southeast Asian community, and the wider community - the results were as follows: 94% of those questioned stated that they would both attend and support a Southeast and East Asian centre; that they would attend training employment workshops (93%); would like to participate in growing their own food (gardening) 92%; would use the hot-desking/hub spaces 88%; would like to attend a centre to learn about cultural heritage 87% and arts (84%).

Describe how your project has secured local support, setting out evidence that there is a demand for your project

This project's crowdfunding appeal raised £15 000 in funds for the refurbishment of the community

This project crowdfunding appeal raised £10,000 in funds for the refurbishment of the community kitchen, donated by members of the local community and beyond. We received support from a total of 434 backers; 425 were individuals, equating to a 94% support rate. This has attracted 2.5 times the number of backers compared to the average backers per crowdfunding project, (average is 179). Some of the comments from the backers included: 'Good luck. Would be good to see the building vibrant again' and 'Truly amazing project to provide opportunities to bring local communities closer together'.

Milestones

Unapproved changes on 14/10/2019 by [REDACTED] [REDACTED]

MILESTONE	DATE	DESCRIPTION
RIBA 3 Design Developed	01 / 11 / 2019	RIBA WS 3 - Developed Design (Clarity on LBH Scope of Works)
Fundraising	10 / 11 / 2019	Fundraising for The Old Bath House (SEAC), from the Reaching Communities/Big Lottery Fund etc.
RIBA WS4 Detailed Technical Design	30 / 11 / 2019	RIBA WS4 Detailed Technical Design
RIBA 5 - Weeks 1 - 5 External works commence	02 / 12 / 2019	RIBA 5 - Weeks 1 - 5 External works commence. External renovation LBH
RIBA WS 5 - Weeks 5-10	06 / 01 / 2020	External construction - detailed structural works, lintels, windows etc.
Kitchen fit out commences	15 / 03 / 2020	Kitchen fit out commences (Crowd funded separately)
RIBA WS 5 External Weeks 10-15	16 / 03 / 2020	RIBA WS 5 External Weeks 10-15
Completion of kitchen fit out	30 / 03 / 2020	Kitchen completed
RIBA WS 5 External - Final works	02 / 04 / 2020	RIBA WS 5 External - Final works
Revenue - Staffing, rent and utilities	01 / 06 / 2020	Revenue costs - staff, rent, utilities and insurance etc.
RIBA WS 5 Internal works commence, weeks 1-5	02 / 06 / 2020	RIBA WS 5 Internal works commence, weeks 1-5
RIBA WS 5 Internal - Weeks 5-10	07 / 07 / 2020	RIBA WS 5 Internal - Weeks 5-10
RIBA WS 5 - Internal - Weeks 10-15	11 / 08 / 2020	RIBA WS 5 - Internal - Weeks 10-15
RIBA WS 5 - Internal Weeks 15-24	15 / 09 / 2020	RIBA WS 5 - Internal Weeks 15-24
RIBA WS 7 SEAC Centre fully operational	01 / 08 / 2021	RIBA WS 7 SEAC Centre fully operational

Budget

Unapproved changes on 14/10/2019 by [REDACTED] [REDACTED]

Total project budget

YEAR	GLA CAPITAL CONTRIBUTION £	APPLICANT CAPITAL CONTRIBUTION £	APPLICANT REVENUE CONTRIBUTION £	TOTAL
2019/20	24,000	65,000	20,000	109,000
2020/21	376,000	300,000	130,000	806,000
TOTALS	400,000	365,000	150,000	915,000

Risks and Issues

Unapproved changes on 12/10/2019 by [REDACTED] [REDACTED]

Project Risk Rating

Overall Project Risk Rating

AMBER - Moderate risk level

Explanation of Risk Rating

Increased financial risk re. renovation costs - due to recent occupation by squatters, the building may have some increase in expenditure as the extent of their occupation is at yet unknown. We have assessed this as moderate, as LB Hackney are supportive and will apply to Cabinet for an increase in funding to mitigate for this.

Project Risks

TITLE	DESCRIPTION OF CAUSE AND IMPACT	CATEGORY	INITIAL RISK RATING	RESIDUAL RISK RATING	STATUS	
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TITLE	DESCRIPTION OF CAUSE AND IMPACT	CATEGORY	INITIAL RISK RATING	RESIDUAL RISK RATING	STATUS	
Funding	We will be applying to various funders to raise capital and revenue funds for the renovation of the building and running costs. If we are not able to raise funds externally we will utilise own resources.	Financial	6 Moderate	3 Low	Open	
Deliverability	Complexness of the project re. staffing levels. Different elements of the project requires community expertise and the use of existing skills within the community eg. catering, letting and health and social care.	Capacity	6 Moderate	2 Low	Open	
Financial contingencies	Financial contingencies may be required for the turnaround time in the payment of invoices.	Financial	6 Moderate	1 Low	Open	

TITLE	DESCRIPTION OF CAUSE AND IMPACT	CATEGORY	INITIAL RISK RATING	RESIDUAL RISK RATING	STATUS	
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Risk of Occupancy	Generating income from tenancies of the building - BKHA/Kanlungan currently occupy a building within Hackney; they will become the anchor tenants and the current budgets for their rent and overheads will be paid towards the upkeep/running costs of the building. Leaving a small gap to be filled by the generated from the revenue of community activities to be held there.	Financial	6 Moderate	1 Low	Open	
Contractors	Contractors fail to show/complete on time.	Timescale Delivery	4 Low	1 Low	Open	
Design	The Old Bath House is an old building, and due to age, there could be other hidden factors that may come to light as we work on this project. The building has not yet had a	Other	3 Low	1 Low	Open	

TITLE	DESCRIPTION OF CAUSE AND IMPACT	CATEGORY	INITIAL RISK RATING	RESIDUAL RISK RATING		

Project Issues

TITLE	DESCRIPTION OF ISSUES AND IMPACT	IMPACT LEVEL	STATUS	
Timeline for renovation works	LB Hackney is undertaking structural renovation works - there is a slippage in the timeline for completing those works, due to the recent squatter occupation and eviction. The slippage is having an impact on the project's internal renovation of the kitchen fit-out eg. crowd fund spend that has to be completed by end of February 2020.	Red - Significant	Open	
Project Manager	Appointment of a suitable Project manager to manage this project. We are liaising with one of our partner Registered Social Landlords to ascertain whether a PM could be assigned as in-kind assistance; otherwise we will appoint an external consultant.	Amber - Moderate	Open	

Site Ownership and Permissions

Unapproved changes on 14/10/2019 by [REDACTED] [REDACTED]

Do you currently have access to the site(s) for your project?

No

Provide details of when and how you will get access

Access has been granted and was organised with the permission of the Planning Department at the LB Hackney.

Does your organisation have a controlling interest over the proposed site(s) for your project?

Yes, we have another controlling interest

Briefly describe the nature of your controlling interest

We are currently in discussions with LB Hackney regarding a lease for the building to be jointly issued to the Bakay-Kubo Housing Association and the Kanlungan Filipino Consortium.

Do you need planning permission for your proposed project?

No

Management, Design and Evaluation

Unapproved changes on 13/10/2019 by [REDACTED] [REDACTED]

Does your organisation have experience of delivering capital projects more than £1m in value?

yes

How will you be managing this project?

Other

Provide further details

We have identified an external qualified Project Manager with several years' experience of leading on structural renovation and internal fit-outs, liaising with Local Authorities, supervising teams of contractors; dealing with risk registers, creating project plans and reports, adhering to H&S compliance and Building practice codes, creating budgets and skilled at negotiating contracts.

Provide details of the skills and expertise of the proposed project manager for this project

The Project Manager we have identified is a Chartered Surveyor with a BSc. in Building Surveying and a MSc. in Property Asset Management with over 15 years' experience in Building Surveying. Skills: Project Management - preparation of business cases in conjunction with the appointed design team to deliver construction projects; he has worked in estates development at senior management level.

Outputs

Unapproved changes on 14/10/2019 by [REDACTED] [REDACTED]

Total project outputs 2019/20 to 2022/23

OUTPUT TYPE	VALUE	CATEGORY	FORECAST	ACTUAL	TOTALS
Direct	Number Of	Commercial space being created/improved	1		
	YEAR	SUB CATEGORY			
	2019/20	N/A	1		
Direct	Number Of	Increase in footfall	100		100
	YEAR	SUB CATEGORY			
	2020/21	N/A	100		100
Direct	Number Of	Number of businesses receiving support	50		50
	YEAR	SUB CATEGORY			

OUTPUT TYPE	2020/21 VALUE	N/A CATEGORY	50 FORECAST	50 ACTUAL	50 TOTALS
Direct	Number Of	Number of people progressing into work	20		20
	YEAR	SUB CATEGORY			
	2020/21	N/A	20		20
Direct	Number Of	Number of people who participate in a project	25		25
	YEAR	SUB CATEGORY			
	2020/21	N/A	25		25
Direct	Number Of	Number of vacant units being brought back into use	1		1
	YEAR	SUB CATEGORY			
	2019/20	N/A	1		1
Direct	Number Of	Number of volunteering opportunities created	110		110
	YEAR	SUB CATEGORY			
	2020/21	N/A	30		30
	2021/22	N/A	40		40
	2022/23	N/A	40		40

Supporting Information

Unapproved changes on 14/10/2019 by [REDACTED] [REDACTED]

Design documentation

-

Letters of support

-

Other supporting information

Appendix 1 - Architect's drawings of the Old Bath House (SEAC) and concept - Ground Floor

Appendix 2 - Architect's drawings of the Old Bath House (SEAC) and concept - First Floor

Appendix 3 - Copy of Executive Summary of the Business Plan

Appendix 4 - Copy of the Activities to be carried out at SEAC

Partner Details

New unedited block

Are multiple parties involved in delivering this project?

Yes

	NAME OF ORGANISATION	TYPE OF ORGANISATION	THEIR ROLE IN THE PROJECT			
	Kanlungan Filipino Consortium	Charity	Kanlungan Filipino Consortium is a registered charity operating since 1995. Kanlungan will be an equal partner in the delivery of the project, ensuring that we achieve our aims and outcomes that are of benefit to Hackney residents and beyond.			
	London Borough of Hackney	Local Authority	London Borough of Hackney has approved the structural renovation of The Old Bath House building, and will be responsible for ensuring that the building meets compliance standards; capital funding of £400,000 has been allocated to complete structural renovations.			

Additional Project Elements

Unapproved changes on 14/10/2019 by [REDACTED] [REDACTED]

Describe any remaining project elements in the text box below

For 30 years the Old Bath House was the An Viet House community centre for Vietnamese refugees, but it fell into disrepair. Our project aims to improve the condition of the Old Bath House building and modernise its facilities so that it can be fully utilised as a hub for community activities, for the Southeast and East Asian community and the wider community in Hackney, and beyond. The building will be renovated in a style reflecting Asian culture and provide a welcoming atmosphere. This project has a number of aims - this project will promote Social integration - Filipinos are new and relatively recent arrivals in Hackney, the 2011 Census demonstrated that during the previous decade, that 'Other Asian' population had the largest growth ie. 30*% amongst all ethnic groups in Hackney; many of the new arrivals categorised under this title, are Filipinos. Historically, Filipino workers are concentrated in the Health and Social Care sectors, working as nurses and ancillary workers in the National Health Service (NHS), social care and domestic workers and in the Hospitality sectors. Due to a drop in the number of non-EU migrants (and EU migrants since 2016), entering the UK, the numbers of Filipinos continue to grow due to the shortages of staff in the NHS and Care sectors.

In Hackney's Local Economic Assessment (LEA) the report entitled, Understanding Hackney's Economy, a focus on employment, economic activity and self-employment - referred to the Central London Forward report 'that in 2015 more people aged 25-35 moved out of London than moved into the city. This report explains how net migration from London is now so high that without international migration London's adult population would actually be in decline. This is significant as most London boroughs are currently planning for growth predicated the population growth they have seen over recent years - if the Government pursues a Brexit policy with a more restrictive immigration policy (the current policy approach) London's population growth is likely to stall as a result of decreasing international inward

approach), London's population growth is likely to stall as a result of decreasing international inward migration.' (Source: Central London Forward: Final Analytical Report, Central London Forward, May 2017). Our Centre will work with economic migrants signposting them to employment opportunities, delivering training and support to ensure that they continue to grow London's economic activity. We can offer courses such as Personal Development eg. Confidence Building, Time Management skills, CV Workshop, Developing Employability skills, Basic IT skills for work, Developing Digital skills and Getting on at work.

As well as a range of work skills including Understanding Financial Literacy, Developing Business skills, and How to Grow your Business.

Our Capital project will outreach to the local wider community, enabling them to be included in our activities. We will hold events, invite and encourage talks on topics of local interest such as Hackney's social history; we will hold support events in conjunction with groups such as those relating to mental health (Hackney Mind), hold coffee mornings, drop-in Advice/Debt surgeries (working in partnership with the CAB), and provide surgeries delivering housing advice for those without stable living conditions, in association with Social Landlords (such as Bahay Kubo Housing Association, BKHA). We would also like to encourage a book-swapping and reading club to promote literacy (local literacy rates are low amongst Hackney's residents compared to London and the UK as a whole). We will also work with those who are far-from-the-labour-market/disadvantaged residents, by promoting volunteering activities through Community Champions whose role will be to support volunteering and assist unemployed/economically inactive residents towards gaining valuable skills for employment. We also have several projects that are run by Kanlungan including mental health and well being projects through arts and performance; promoting Filipino culture and running Filipino language classes; and the Philippines Theatre UK group - a community group run by volunteers.

We are committed to ensuring that environmental sustainability is central on our agenda: we contribute to resource efficiency by minimising the use of natural resources, avoiding waste, re-using, recycling and composting. BKHA and Kanlungan will reduce the purchase of new goods and procure them only when essential, by cutting down on waste and repairing or reusing existing products. BKHA, as a Housing Association, recognise the importance of the role we have to play in the environmental stewardship of our properties and in promoting principles of sustainability in our business activities. We will manage and control our environmental risks in a sustainable manner by complying with relevant legislation and adopting, where appropriate, best practice; we have also endeavoured to integrate the principles of sustainability into our strategies, policies and procedures. We are continuing our commitment to the environment that is very important to us as an organisation and is also valued by the people we employ and others we engage with. Equality and Diversity: Our commitment to equalities, diversity and inclusion is publicised to all employees, service users, partners, subcontractors, stakeholders, potential funders, and the public, through a range of media in which we promote good practice in equality and celebrating diversity. This commitment is supported by all our staff, and will underpin all our services in Hackney. Our services will be planned to meet the needs of the diverse communities across the area, and staff will be trained and their performance monitored to ensure that all groups are able to access the services provided by our community centre; by regenerating our building, we will work with residents to advance and improve their lives.

OPEN PROJECT SYSTEM

Additional Project Elements

Project ID: **P15613**

Describe any remaining project elements in the text box below (optional)

For 30 years the Old Bath House was the An Viet House community centre for Vietnamese refugees, but it fell into disrepair. Our project aims to improve the condition of the Old Bath House building and modernise its facilities so that it can be fully utilised as a hub for community activities, for the Southeast and East Asian community and the wider community in Hackney, and beyond. The building will be renovated in a style reflecting Asian culture and provide a welcoming atmosphere. This project has a number of aims - this project will promote Social integration - Filipinos are new and relatively recent arrivals in Hackney, the 2011 Census demonstrated that during the previous decade, that 'Other Asian' population had the largest growth ie. 30*% amongst all ethnic groups in Hackney; many of the new arrivals categorised under this title, are Filipinos. Historically, Filipino workers are concentrated in the Health and Social Care sectors, working as nurses and ancillary workers in the National Health Service (NHS), social care and domestic workers and in the Hospitality sectors. Due to a drop in the number of non-EU migrants (and EU migrants since 2016), entering the UK, the numbers of Filipinos continue to grow due to the shortages of staff in the NHS and Care sectors.

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ment, developing digital skills and setting out a framework for as a range of work skills including Understanding Financial Literacy, Developing Business skills, and How to Grow your Business.

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events, invite and encourage talks on topics of local interest such as Hackney's social history; we will hold support events in conjunction with groups such as those relating to mental health (Hackney Mind), hold coffee mornings, drop-in Advice/Debt surgeries (working in partnership with the CAB), and provide surgeries delivering housing advice for those without stable living conditions, in association with Social Landlords (such as Bahay Kubo Housing Association, BKHA). We would also like to encourage a book-swapping and reading club to promote literacy (local literacy rates are low amongst Hackney's residents compared to London and the UK as a whole). We will also work with those who are far-from-the-labour-market/disadvantaged residents, by promoting volunteering activities through Community Champions whose role will be to support volunteering and assist unemployed/economically inactive residents towards gaining valuable skills for employment. We also have several projects that are run by Kanlungan including mental health and well being projects through arts and performance; promoting Filipino culture and running Filipino language classes; and the Philippines Theatre UK group - a community group run by volunteers.

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OPEN PROJECT SYSTEM

Match Funding Details

Project ID: **P15613**

FUNDING SOURCE	FUNDER NAME	PROVIDE DETAILS	MATCH FUNDING AMOUNT (£)	SECURED?	EVIDENCE	SECURE DATE
Grant from external organisation	LB Hackney, capital funding ringfenced for structural renovation on SEAC building + 20% uplift.		400,000.00	Yes	None added	
Fundraising amount			15,000.00	Yes	None added	
Own organisation's cash reserves/savings			50,000.00	No	N/A	
Fundraising amount			100,000.00	No	N/A	

Other match funding (update at Stage 2 only if you answered this at Stage 1: use the table above to add further types of funding)

We will apply for funding from a variety of sources - Reaching Communities/Big Lottery fund, the Arts Council, the TFL Growth Fund (through LB Hackney), Community Green Spaces and Skills for Londoner's Capital Fund. The project would like to raise a further £150,000 to contribute to the revenue costs required. If we are not successful with fundraising, we intend to raise this sum from our own resources.

Will all your match funding be secured by 31st March 2020?

Yes

What is your proposed fundraising strategy for your unsecured match funding? Include details of funding sources and associated dates in your response.

Not provided

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PROD 7.9.11321

OPEN PROJECT SYSTEM

Partner Details

Project ID: **P15613****Are multiple parties involved in delivering this project?**

Yes

	NAME OF ORGANISATION	TYPE OF ORGANISATION	THEIR ROLE IN THE PROJECT			
	Kanlungan Filipino Consortium	Charity	Kanlungan Filipino Consortium is a registered charity operating since 1995. Kanlungan will be an equal partner in the delivery of the project, ensuring that we achieve our aims and outcomes that are of benefit to Hackney residents and beyond.			
	London Borough of Hackney	Local Authority	London Borough of Hackney has approved the structural renovation of The Old Bath House building, and will be responsible for ensuring that the building meets compliance standards; capital funding of £400,000 has been allocated to complete structural renovations.			

OPEN PROJECT SYSTEM

Project Aims

Project ID: **P15613**

Aim title

Establish the first UK Southeast and East Asian Centre

Aim description

This project sees the partnership of Bahay-Kubo Housing Association and Kanlungan Filipino Consortium working together to establish the first ever Southeast and East Asian community centre (SEAC) in the UK. SEAC will provide facilities and a social hub for the Southeast and East Asian communities that deliver advice, education, and advocacy services on the rights of migrants, training and skills development to empower communities to participate and contribute to the wider society around us. By 2022, The Southeast and East Asian communities will see a 45% growth in numbers across the UK - principally in London [Source: 2011 Census]. This centre will meet the needs of a growing SE Asian population, promoting culture, encouraging a sense of togetherness, signposting to relevant services, encouraging health and well-being through the promotion of classes and activities; and it addresses the Mayor's strategic priorities for Empowering People, Making Better Places and Growing Prosperity. The principle aim of this project is to create a sustainable community hub that will see the disused Old Bath House bought back into use.

Aim title

Promote Entrepreneurs and Skills Training for Employment

Aim description

For people starting out or working alone our Centre will provide affordable workspaces that brings individuals into a community where support for their business can flourish; accessing training and advice, business or job opportunities, and participating in education and training to take their businesses to the next level and/or train for employment. With the increase in population, the interconnectedness of high-speed digital wi-fi, and the emphasis upon greener travel, there will continue to be a growing need for self-employment using locally-based affordable workspaces. This aim relates to Empowering People and Growing Prosperity as well as to the well-

defined actions that are deliverable re. Back Small Business and Build Skills and Employability. Hackney is no. 13 on the IMD that has the highest level of income deprivation at 23.4%. Our initiative will contribute to the improvement of this statistic by supporting sole traders and SME's to utilise our workspace hubs to promote their businesses, whilst getting support from our training advice workshops. We will also run 'Training for Work' classes in conjunction with the Jobcentre, assisting the unemployed to secure paid work.

Aim title

Promote our Shared Culture

Aim description

The culture of the people of Southeast and East Asian communities has been marginalised; hence the importance of establishing a dedicated centre to give opportunities for local people and beyond to participate in. Our research has found that there is a huge demand for the services we plan to provide at the Centre - cultural celebrations, barrio fiestas, social events, weddings, birthday celebrations, anniversaries as well as those with health benefits - Tai chi, yoga, karate and self-defence training, dance lessons, art, and cookery classes, (providing an opportunity to learn how to cook SE Asian cuisine), all contributing to the health and mental wellbeing of Londoners. This aim relates both to the Empowering people strategy that promotes social cohesion, improving skills; and the Making Better Places strategy for culture, leisure and place identity. SEAC will provide an opportunity for young people of SE Asian decent to learn about their heritage and to share this through participation in intergenerational activities eg. Music, art, theatre, language. Further, the centre will celebrate the diversity of all communities in Hackney; championing cohesiveness and inclusivity.

Aim title

To promote Active Citizens

Aim description

Our work for active citizens will be undertaken by empowering SE Asian people to be active in the local community through volunteering. Kanlungan is staffed by a small team that is supported by 50 volunteers; SEAC will allow us to double that number to over 100 volunteers in the first year, thereby promoting active citizenship. Through this initiative we will ensure that volunteering is promoted to young people (the numbers of which are currently low in the SE Asian community) by encouraging them to be an active part of the organisation through

having an active voice, giving feedback that we can implement, through Youth Forums and by election to our Trustee Board. Further, our programme of developing volunteering will encourage residents to see this as a route for using their skills for the community as well as for employment - promoting positive attitudes and encouraging families to combat potential intergenerational unemployment. Residents will be in a better financial position, limiting the likelihood of social exclusion and enabling them to participate in the regeneration of the local economy. This aim relates to the Growing Prosperity strategic action.

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PROD 7.9.11321

OPEN PROJECT SYSTEM

Project Elements

Project ID: **P15613****Project element name**

Southeast and East Asian Centre (SEAC)

Project element postcode

N1 4LS

Which of the following project types best describes this element?

Community centres and social infrastructure

Based on your Project Type choice, refer to your guidance notes and provide the sub-type that best describes this element

Re-using or revitalising underused public spaces and buildings or existing social infrastructure, such as libraries, community centres and other council-owned properties, to expand public access.

Briefly describe this element of the project, including how it addresses your overall project aims, who the key beneficiaries will be, and how they will benefit from this intervention

Key beneficiaries will be the local population of Hackney, especially those that belong to the Southeast and East Asian community, to include the Chinese, Filipino and Vietnamese, of which there is forecasted to be a growth of 45% by the year 2022 (Source: 2011 Census). The centre will offer support for seeking and sustaining employment - a range of training courses will be available for the unemployed, and for the self-employed, short courses on business planning. In-house support will be available for those who require assistance with housing advice and welfare support, health advocacy and migration/settlement issues.

Which of the following options best describes this part of the project?

part of the project:

Improvement of an existing facility/service

What stage of development is this element of the project currently at?

Concept design

How long will this element of the project be in operation?

Permanent: 10+ years

Project element name

Shared Culture

Project element postcode

N1 4LS

Which of the following project types best describes this element?

Cultural venues

Based on your Project Type choice, refer to your guidance notes and provide the sub-type that best describes this element

Not provided

Briefly describe this element of the project, including how it addresses your overall project aims, who the key beneficiaries will be, and how they will benefit from this intervention

This initiative will bring back into use the Old Bath House situated in the De Beauvoir ward of Hackney, which currently does not have a cultural community centre such as this one. The project will provide a multi-use skills and community hub to benefit the local community by providing cost-effective workspaces, a community cafe, a restaurant, luncheon clubs, access to traditional health workshops (including Our Wellbeing offer includes Managing Stress, Healthy Lifestyles and Active Lifestyles for the 50+), and access to a range of arts and cultural activities. Our main aim is to reach isolated people who have little or poor quality of life, enabling them to integrate and engage in social interaction by encouraging them to be actively involved in their local community centre.

Which of the following options best describes this part of the project?

Improvement of an existing facility/service

What stage of development is this element of the project currently at?

Concept design

How long will this element of the project be in operation?

Permanent: 10+ years

Project element name

Employment, skills and training

Project element postcode

N1 4LS

Which of the following project types best describes this element?

Employment, skills and training programmes

Based on your Project Type choice, refer to your guidance notes and provide the sub-type that best describes this element

Not provided

Briefly describe this element of the project, including how it addresses your overall project aims, who the key beneficiaries will be, and how they will benefit from this intervention

This element aligns to Empowering People - we are also able to provide training courses for the unemployed, those returning to work after a career/or other break and those without current qualifications or skills. Our aim is to help more learners to gain skills that are relevant for work and to progress within their chosen career, while supporting local economic growth.

Which of the following options best describes this part of the project?

Improvement of an existing facility/service

What stage of development is this element of the project currently at?

Concept design

How long will this element of the project be in operation?

Permanent: 10+ years

Project element name

Community-led

Project element postcode

N1 4LS

Which of the following project types best describes this element?

Public events and engagement

Based on your Project Type choice, refer to your guidance notes and provide the sub-type that best describes this element

Not provided

Briefly describe this element of the project, including how it addresses your overall project aims, who the key beneficiaries will be, and how they will benefit from this intervention

This project has been entirely community-led by members of the Southeast and East Asian and wider community; in the formation of this project both delivery and strategic stakeholders have been consulted on how best to take forward this initiative. We examined the levels and types of demand by users from sampling our membership, and the majority of the demand from users were that we operate and manage a dedicated centre that both reflected our 3 cultures and that is a focal point for business support, social networking and the sharing of cultural experiences. The Trustee Board is made up of community volunteers and oversees our multi-agency services and cross cultural activities to encourage a culture of welcome, hospitality and mutual understanding.

Which of the following options best describes this part of the project?

Improvement of an existing facility/service

What stage of development is this element of the project currently at?

Concept design

How long will this element of the project be in operation?

Permanent: 10+ years

OPEN PROJECT SYSTEM

Supporting Information

Project ID: **P15613**

Design documentation (optional)

DOCUMENT NAME	UPLOAD DATE	UPLOADED BY	
No files added.			

Letters of support (optional)

DOCUMENT NAME	UPLOAD DATE	UPLOADED BY	
No files added.			

Other supporting information (optional)

- Appendix 1 - Architect’s drawings of the Old Bath House (SEAC) and concept - Ground Floor
- Appendix 2 - Architect’s drawings of the Old Bath House (SEAC) and concept - First Floor
- Appendix 3 - Copy of Executive Summary of the Business Plan
- Appendix 4 - Copy of the Activities to be carried out at SEAC

OPEN PROJECT SYSTEM

GGF R3 - Individual Scorer

EDIT 

Last updated on 28/10/2019 by   for the Southeast and East Asian Centre (SEAC)
Project ID: P15613
Assessment ID: 174

Assessment Status

Completed

Project description (weight: 40%)

1. Assessor Project Synopsis (1)

The project description and milestones should focus more on what is being delivered, than the actions or principles. Right now it is somewhat difficult to ascertain scope of works being undertaken, and scope of works to building that need to be covered. Alongside match investment in programmes. Could be much clearer, but this could also be an issue with English Language.

2. Assessor Project Synopsis (2)

Opened in 1931, the Old Bath House building on Englefield Road is in the conservation area of De Beauvoir Town, Hackney. In the 1980s the Vietnamese community converted it into a restaurant & community centre until its closure in 2017. The building is in disrepair requiring extensive structural and renovation works and will house café, community kitchen, workspace, and community activities.

3. Description of place/issue/need (why) (weight: 20%)**Score: 2 of 5****4. Description of project (what) (weight: 20%)****Score: 3 of 5**

Deliverability (weight: 30%)

General comments

Milestones are not clear. Should describe a bit more in terms of appointment of project manager, window for fundraising, access to building. Some key issues around realistic nature of timings, such as kitchen refurbishment taking place within two weeks. Budget is not clear in terms of what GLA funding is paying for. Need to confirm that PM is resourced.

1. Team, management, collaboration (how) (weight: 10%)	Score: 3 of 5
2. Milestones and funding (weight: 10%)	Score: 2 of 5
3. Risks (weight: 10%)	Score: 3 of 5

Value for money (weight: 30%)

General comments

Pretty low estimates for project outputs over a 3 year period. Would like to see number for new audiences engaged, higher number of businesses supported, higher increase in footfall, and amount of space being refurbished. Little material available to assess legacy and evaluation, but the impact of such a project could be very positive on the area, and support locally-led regeneration action.

1. Deliverables (weight: 15%)	Score: 2 of 5
2. Legacy and evaluation (weight: 15%)	Score: 4 of 5

Further comments (weight: 0%)

1. General comments to be raised at moderation

There are two applications in for the same building and with different partners (16055). Obviously a new applicant to GGF and a community group so some hiccups with application. One issue to flag is project is seeking £100K of revenue funding to support operational costs, in addition to plugging capital cost gaps. Raises questions as to sustainability of model of operations in the long run.

2. Technical comments to be raised at moderation

2. Technical comments to be raised at moderation

Some inconsistencies in budget. Total project cost is anticipated £915K, and GLA is being asked for £400K. As Council is paying £400K to refurbish building, I'm confused by their profiling of capital match is only £365K. Inaccuracies need to be addressed. Have also profiled £50K of match from own reserves (not secured) as well as £15K from what looks like Crowdfunding.

OPEN PROJECT SYSTEM

GGF R3 - Individual Scorer

EDIT

Last updated on 29/10/2019 by [REDACTED] for The South East Asia Asian Centre (SEAC)
Project ID: P15613
Assessment ID: 386

Assessment Status

In Progress

Assessment is complete?

No

Project description (weight: 40%)

1. Assessor Project Synopsis (1)

Strong evidence of response to specific need and clear identification of beneficiaries, based on existing work and relationship to the project area. Lack of clarity in terms of different elements of project, need to break down elements of the centre itself.

2. Assessor Project Synopsis (2)

3. Description of place/issue/need (why) (weight: 20%)

Score: 4 of 5

4. Description of project (what) (weight: 20%)

Score: 3 of 5

Deliverability (weight: 30%)

General comments

Project management resource and responsibility not yet secured.
Further clarification is needed on match funding.

1. Team, management, collaboration (how) (weight: 10%)

Score: 3 of

2. Milestones and funding (weight: 10%)**Score: 2 of 5****3. Risks (weight: 10%)****EDIT** **Score: 3 of 5****Value for money (weight: 30%)**

General comments

Outputs are not ambitious and not clearly defined over time to align with milestones of delivering different elements of the programme.

1. Deliverables (weight: 15%)**Score: 2 of 5****2. Legacy and evaluation (weight: 15%)****Score: 3 of 5****Further comments (weight: 0%)**

1. General comments to be raised at moderation

Project is a strong one in its overall aims and ambitions. Supporting information not provided. Clarification is needed on the relationship between two mirrored applications (16055 and 15613), the risk of community benefits being diluted given the breakdown of the partnership between HCCSA and BKHA, and which organisation LB Hackney has entered into more formal agreements with.

2. Technical comments to be raised at moderation

OPEN PROJECT SYSTEM

GGF R3 - Outcome and scoring

summary



EDIT

Last updated on 06/11/2019 by for the Southeast and East Asian Centre (SEAC)
Project ID: P15613
Assessment ID: 889

Assessment Status

Completed

Summary

SECTIONS/CRITERIA/OTHERS	WEIGHT	MAX. SCORE			AVG. SCORE	WEIGHTED SCORE %
Project description	40%	10			5	20%
Description of place/issue/need (why)	20%	5	2	4	2	8%
Description of project (what)	20%	5	3	3	3	12%
Deliverability	30%	15			8	16%
Team, management, collaboration (how)	10%	5	3	3	3	6%
Milestones and funding	10%	5	2	2	2	4%
Risks	10%	5	3	3	3	6%
Value for money	30%	10			6	18%
Deliverables	15%	5	2	2	2	6%
Legacy and evaluation	15%	5	4	3	4	12%
Totals	100%	35	19	20	19	54%
Completed?			Y	N		

Assessment outcome

Recommend unsuccessful

Budget information - 2020/21

General comments

Not provided

1. Recommend funding amount - Capital grant (£) 2020/21	Not provided
2. Recommend funding amount - Air quality funding (£) 2020/21	Not provided
3. Recommend funding amount - Development funding (£) 2020/21	Not provided
4. Recommend funding amount - Repayable loan (£) 2020/21	Not provided

Budget information - 2021/22

General comments

Not provided

1. Recommend funding amount - Capital grant (£) 2021/22	Not provided
2. Recommend funding amount - Air quality funding (£) 2021/22	Not provided
3. Recommend funding amount - Development funding (£) 2021/22	Not provided
4. Recommend funding amount - Repayable loan (£) 2021/22	Not provided

Budget information - 2022/23

General comments

Not provided

1. Recommend funding amount - Capital grant (£) 2022/23	Not provided
2. Recommend funding amount - Air quality funding (£) 2022/23	Not provided
3. Recommend funding amount - Development funding (£) 2022/23	Not provided
4. Recommend funding amount - Repayable loan (£) 2022/23	Not provided

RAG rating

1. Match security RAG rating - provide explanatory text below

Amber

Revenue match gap - being sought from undefined sources.

2. GLA resource required - provide explanatory text below

Red

Poor organisation, unclear governance, unclear revenue and business model.