



CHAIRMAN'S ANNUAL REPORT

YEAR ENDING 31ST MARCH 2012

*HILTON HALL COMMUNITY ASSOCIATION
HILTON HALL COMMUNITY CENTRE
HILTON ROAD, LANESFIELD
WOLVERHAMPTON
WV4 6DR*

Chairman's Annual Report (April 2011 to March 2012) Year Three / Phase Three

Another exciting and action packed Year for three Directors / Management Team of Hilton Hall Community Association (HHCA). On their behalf, I can report yet another successful and productive year at Hilton Hall Community Centre (HHCC).

Once more, just as in previous years - against all of the odds it seems - we managed to stay focused and made excellent progress by remaining 'On Target' as per our original Five Year Business Plan & 'Schedule of Work'. I am pleased to announce that all of the work carried out this year (as part of 'Phase Three' work) was completed on time, on budget and went very much to plan.

All of this was made possible by the generosity of several National and International Companies, but also by the hard work and dedication of the HHCA Management Team whose 'Hands-on' approach ensured vital repair work, preparation and maintenance work continued, whilst we waited for funding and other forms of sponsorship to materialise. Their determination and perseverance paid dividends, together with shrewd negotiating skills encouraged new benefactors to come forward with this year's sponsorship funding.

We managed to 'pay-our-way' regarding all of the day-to-day running costs and utility bills, which were paid via our planned programme of 'Lettings' (from when we re-opened in November 2010 to the present time) and money generated (from lettings) provided the income necessary to meet essential running costs, as well as paying for repairs and maintenance materials (not funded by grants & sponsorship). This element provided us with a certain amount of sustainability that surprisingly many other local community projects appeared to lack. At this point, I must add, unlike nearly ALL other Community projects that we know - we do not receive any funding from the City Council - to pay for staffing, maintenance, utility bills and/or running costs. We have to find 'Everything' ourselves, including all of the funding, materials and labour force.

In last year's annual report, I informed everyone that we had entered into negotiations with several local, national and international companies that would enable us to continue our scheduled work programme.

During March and April 2011, we had several meetings with a local businessman who offered his services to help us find local companies willing to provide materials and labour resources for our Changing Room repair project. Using his considerable contacts he managed to convince five individual companies to come to our aid, which enabled us to start work developing the Lower Ground Floor Areas.

This section of our planned work involved improving the thermal efficiency of the building by the use of energy-saving Insulation system capable of reducing both our Carbon Footprint and energy use & costs.

Amazingly; all of the work completed this year was carried out during one of the worst 'Financial Markets' for decades. With major Worldwide Banks & Financial Institutions going into serious 'Melt-down' and National & Local Government Departments announcing massive 'Budget Cuts' right across the board (but especially within the Third Sector), we still managed to keep 'On-Track'. Working with limited resources we even managed to generate a small profit and attract interest from new sponsors whose help and support allowed us to continue with our original planned refurbishment and repair programme.

Even more amazingly . . . half of the funding secured this year (for the two main jobs) came from America and Italy (of all places), and the other half of our funding came from sponsorship from several UK Companies. This funding came to fruition after many months of meetings with prospective sponsors and hours upon hours of funding-application bid-writing. In the meantime, whilst waiting to hear if our bids were successful - our Volunteer Team continued vital repair work at a regular and steady pace until such funds had 'cleared' and finally been paid into our Bank Account.

Two major repair jobs that dominated our works programme this year was:

- 1) The complete replacement of ALL of the Windows and Doors at Hilton Hall ('A' Rated Double Glazing Windows & Frames fitted throughout and each of the doors replaced with high security metal doors).
- 2) The installation of internal & external Thermal Insulation Panels and Rendering project - on the Lower Ground Floor Level / Changing Room Areas. This section of work also included repairs to the RSJ Clad Concrete Pillars that were 'fire damaged' several years before our lease was signed.

Once the detailed 'Plans' had been drawn up and the materials ordered, our input came in the form of Hard-Graft (as usual) and we proceeded to dig-out new drainage channels, loads of preparation groundwork and just being there on-site when our sponsors 'Workers' started the 'First Stage' of this major insulation project (known in the Trade as; Phenolic Insulation & Acrylic Rendering). Once we had done our bit . . . our

Sponsors commenced their work-programme in May and continued with several different 'Gangs' carrying-out very specific jobs, in a co-ordinated staged process until 'Stage One' was completed by 1st October 2011. We are once more eternally grateful to the following Companies who provided us with detailed Plans & Drawings, Materials and Labour for the above work. These were; Idea Partnership (Birmingham), Ivas Industria Vernici (Italy), Aliva UK (Reading, Berkshire), J. Coen Ltd, Birmingham, Drywall Steel Solutions (Oldbury) and Mr Henry Woodlock who funded the KingSpan K5 Insulation Panels also co-ordinated all of the above companies 'input'. The end result is 'Fabulous' in appearance, very effective in terms of thermal efficiency and has produced a really secure and useful workspace in our Lower Ground Floor area.

The next single biggest Job for 2011 was the replacement of our dilapidated windows and doors. I am pleased to report that on April 1st, 2011; we received notification of our successful bid for grant-aided funding from the American Trust Fund (whose application process started in September 2010 and seven months after our 1st meeting came to a successful conclusion). Work started on our Window & Door Replacement Project in June 2011.

(Job No. 1) Our Window & Door Replacement Project was made possible with a fabulous 'Grant' of \$44,200 USD (converted to GBP = £26,424.10) which was gratefully received (with our heart-felt 'Thanks') via the Timken Foundation Trust of Canton, USA. We are deeply indebted to Martyn Jones (Manager Organisational Advancement Timken UK Ltd - Wolverhampton) who helped us and guided us through the funding application process.

The Windows were installed in three distinct stages and the last of the new double-glazed windows was finally installed in September 2011; just in time for a visit to the UK by our American sponsors (October 5th, 2011) we were honoured with a visit by the President of the Timken Foundation of Canton, USA - Mr Jack Timken and his wife Joy, accompanied by Martyn Jones. This visit enabled our USA Sponsors to see - first hand - the excellent work carried-out with regards our Hilton Hall 'Timken' New Window & Door Replacement Project.

Before being given a complete 'Guided Tour' of Hilton Hall, a PowerPoint presentation was given showing the poor state of repair of the Hall (prior to us taking on the lease) and photographs illustrated our progress at each stage. They were very impressed by what they saw and the site-tour provided them with an excellent opportunity to see - first hand - the evidence, benefits and impact their 'Grant' had on the Hall and our Community. They said that in all of the years 'funding' community projects all over the World - ours was totally unique - because of the amount of time and effort put in to this project by such a small, but dedicated team.

The last and final component of the Timken Window & Door Replacement Project was completed on December 6th, when the old dilapidated Front Entrance Doors were removed to make way for our brand-new Metal Framed Glass Security Doors. These were also funded by the Timken Grant and were supplied & fitted by Systems 2000 Group Ltd. This vital and well-timed funding provided by the Timken Foundation Trust has had such an impact on the Hall we truly cannot express our gratitude enough for this fantastic Grant. This work was also done in collaboration with four other main jobs that were part funded by HHCA & sponsored by Ni-Co Coaching Partnership (who supplied much of the workforce and Labour for the remaining jobs carried out at the Hall). All of this work mentioned not only improved the strength & security of the Hall, but also enhanced the appearance and improved the thermal qualities and carbon efficiency of this build.

Four other - relatively small jobs were also completed - along-side the bigger jobs (mentioned above). These had been planned for almost two years and finally came to fruition as follows:

(1). During July & August 2011 the RSJ concrete-clad Support Pillars (Ground Floor Level) that were 'Fire-damaged' over seven years ago were repaired, reinforced and re-clad with concrete. When the remaining work re-commences downstairs (we are awaiting further funds & sponsorship in Year Four) when all of the concrete clad pillars will be 'Insulated and Plastered' together with the rest of the walls in the Changing Rooms and Other Rooms at Lower Ground Floor Level to be plastered and finished off.

(2). In November 2011, work started on the 'Dropped-Kerb' installation - directly outside Hilton Hall frontage - which means we now have an official 'Drive-on Parking Area' for Hall Staff (and for future planned Blue Badge Parking). This was carried-out by City Council Contractors as part of the Highways Department Pavement Improvement Works Programme' which was funded by the Highways Department. This was as a result of the support and intervention of our local Lib. Dem. Ward Councillor Malcolm Gwinnett. I would like to take this opportunity to thank Councillor Gwinnett and his Team for the continued support and help throughout our 'Hilton Hall Rescue' campaign.

(3). In December 2011, the Lower Facia Boards & Insulation Panels (below our New Timken Windows) were fitted to the Front of the Hall and complete this part of the refurbishment project. This work was carried-out

by the same company who fitted our new windows - Lamsdale Glazing Ltd of Wolverhampton. This final part of the external Insulation work 'finishes-off' the Front Aspect of the building very nicely (as well as adding further to our thermal efficiency).

(4). And, finally in December 2011, we managed to save enough money (generated from 'Lettings') to pay for New Vertical Blinds, fitted throughout the inside of the Main Hall. These now compliment our beautiful double-glazed windows.

All of the work mentioned above, together with previous years work can be seen on our web site <http://hiltonhall.com> together with a full 'Time Line' page 'plotting our progress' from July 2008 to the most current posting.

None of this work would have been possible without the overwhelming generosity of so many people and of so many local, national and international Companies who provided us with Grants and Sponsorship (of money, materials, time and labour) enabling us to proceed with our repair and refurbishment programme.

As well as all of the above 'Repair & Refurbishment Work' being done, we also managed to work in partnership with many other community groups, Third Sector organisations and local schools. The following is just a sample of some of the work done this last year:

Working with 'Living Streets & the Black Country Wildlife Trust' - we hosted several workshops that were attended by local school children. These workshops involved the youngster making Christmas Decorations, making Bird Boxes, Planting Wild Meadow Flowers and planting Hedgerow Plants & Trees. Workshops were organised that included local wildlife site visits by Lanesfield Primary School to our local nature reserve (SLINC) adjacent to Hilton Hall Playing Fields as guided 'Educational / Environmental Field-Trips'. We also linked up with our local Primary Care Trust and all three Directors of HHCA (Keith, Debbie & Heather) and Ashley Cox (HHCA Volunteer) qualified with the national charity 'Natural England' as official 'Walk Leaders' and started a whole Year's worth of Community Walking for Health 'Walks'. These were attended by members of the local community on a regular basis up to November 2011. These walks are scheduled to recommence sometime in April 2012 (as time becomes available – in between the remaining repairs, maintenance & refurbishment work we still have to do).

Another Hilton Hall project that proved successful, was funded by our local Police Department (and attended by our Police Team & Neighbourhood Wardens Craig Gutteridge & Kym Rowlands) and was held during the School half-term holidays. Youngsters were encouraged to take part in several 'Community Fun Days' where they joined in various fun-based activities such as; Face Painting, Henna Tattoos, Make-up & nails painting, Video Games on Xboxes & PlayStations and other craft-related activities. Our resident Judo Coaches also put on schools summer holiday judo classes – in between working at the Hall as volunteers.

During the year, the Hall has been used by many groups for meetings, such as: Lanesfield Tenants and Residents Association (LTRA), Local Neighbourhood Partnerships, Spring Vale Community First Panel and Local Ward Councillors for 'Community Advice Surgeries'. Wolverhampton Homes held 'Community Get-togethers' and Hilton Hall has proven to be a popular venue for monthly meetings. We hosted four independent 'Focus Group Meetings', all delivered by different community organisations. Some were related to work done by various City Council Departments and a couple were delivered by two National Charities; The Wildlife Trust and Living Streets being just two examples.

Since the last Annual Report, we managed to continue the same level of hiring activity from community & sporting groups which provided us with a small but sustainable income. The lettings for Private Party Bookings – whilst generating over £1,200 income – also came at a price, with 'wear & tear' and/or damage being caused by hirers, plus the massive amount of volunteer hours taken 'cleaning-up' after each of these Private Party lettings. The Management Team decided to suspend this type of letting at this present time with the view-to-review the situation at a later date after re-assessing the full cost & staffing implications. However, all other Community Group activity and lettings continued as normal.

In December we managed to secure funding from Wolverhampton Homes Ltd (as part of their Diversionary Activities Grants scheme) to put on a HHCA educational / environmental project linked with several local schools (scheduled for April 2012). We will obviously keep you all informed via next Year's Annual Report of the progress of this; and all other future events & activities.

On the 17th of January 2012 (late afternoon), we heard that there was some funding available through the Energy Saving Trust, to get a 'Local Energy Assessment Fund' (LEAF) grant, but the closing date was in two & a half days time (the closing date for all entries was Noon 20th January 2012), so, we worked frantically

over the next two days putting together a funding Bid based around hosting a series of 'Renewable and Sustainable Energy' Consultation, Information and Training Workshops. The idea being to share 'Our' knowledge & experience gained working on Hilton Hall with other local Community Groups, but also with this funding, to pay for an external specialist consultancy group to carry-out energy audits and provide feedback on energy efficiency improvements.

At this point we contacted the Energy Efficiency Officer for Wolverhampton City Council who recommended several Community Groups who had previously shown an interest in energy efficiency requests and who might benefit from such a project. We then linked-up with Tom Allard from Climate Consulting Ltd. who specialise in carrying out energy efficiency investigations & site audits.

Tom helped us with the Bid writing and submission and we are deeply indebted to him for his support and guidance with the funding bid submission. With only minutes to spare (literally) we managed to get the bid in on time, and somehow; we were successful and secured the funding for our project. The information he and his team subsequently collected was compiled into Energy Audit Report / Feasibility Study for each participating community group (see list below). A range of energy efficiency options, improvements and savings were then presented to each Community Group.

The real success though lies in the fact that not only Hilton Hall benefited from the LEAF / EST funding, but also six other local Wolverhampton Community Groups were 'Audited' as part of this project and received audit site visits, an individual feasibility study (on 'their' premises) and feedback consultation and training opportunities. Hilton Hall Management Team Staff & Volunteers also received 'Extra' training and guidance from Tom & Team, enabling HHCA staff to deliver a series of consultation, awareness & training events to members of the Lanesfield Community. These LEAF / HHCA events were delivered to Lead-up-to the main event scheduled for 20th March. The final LEAF / HHCA event was held on 27th March 2012.

Information was disseminated through this series of HHCA & CCL Consultation and Training meetings which were all held at Hilton Hall Community Centre. This provided an ideal central venue and vehicle for greater community involvement, eco-energy education, delivered to a much wider audience than first envisaged.

HHCA Management Team (via a series of LEAF / HHCA events) also presented this information to individual community groups; i.e. Lanesfield Tenants & Residents Association, to members of the Wolverhampton Federation of Tenants Associations. These sessions were all held in February and March 2012 (because all of the funding and training had to be delivered, invoiced and completed no later than 31st March 2012).

The Community Groups we worked with; and who benefited directly from 'our' grant application was: Eastfield Community Centre, Wolverhampton Gujarati Association, The Church of the Good Shepherd, Penn Community Events Centre based at St. Bartholomew's Church Hall, Lea Road Church & Community Centre and St. Michael's Parish Centre.

On the 20th of March 2012, all of the community groups came together and attended the Main Consultation & Training event, with Guest Speakers and Specialists on hand for advice & guidance. The Energy Efficiency Officer for Wolverhampton City Council also attended and delivered a presentation on domestic energy efficiency, with information aimed specifically for the benefit of local residents & tenants.

This LEAF Project (as well as being most informative and empowering) also gave us the opportunity of 'Showing-Off' Hilton Hall to other Community Centre Managers & their staff (many of whom didn't even know of our existence, or level of involvement), so this became an ideal PR success story for us; but, (and even more importantly) the final Climate Consulting Ltd Audit & Feasibility Study for Hilton Hall will provide valuable evidence and support material for future Energy Efficiency Funding Applications – where we intend to secure funding for Solar PV Panels, Solar Thermal Panels (to go on top of our South facing Roof) and for; Heat Exchange Pumps and other Green' Renewables & Sustainable Energy technologies, all of which will help us lower our Carbon Footprint even further, Save us money, & make the whole project sustainable and hopefully, future proof (if there is such a thing!)

And finally, all-in-all, we have had yet another very busy, eventful, fulfilling and 'Full-On' year at Hilton Hall, so, on that note I would just like to say "on behalf of Hilton Hall Community Association and the Management Team & Directors of HHCA" may I wish everyone my sincere 'Best Wishes' and look forward to the challenges and opportunities that the next twelve months will bring.

Keith Jones, BA (Hons)
Director & Chairman HHCA