

## Community Fund Grant Applications

### Summary:

To consider grant applications to the Council's Community Fund Grant Scheme received by 30 June 2015.

### Portfolio: Cllr Josephine Hawkins (Corporate)

Date Approved: 24 August 2015

Wards Affected: All

### Recommendation

The Executive is asked to consider awarding a grant to the applicants from the Council's Community Fund Grant Scheme.

#### 1. Resource Implications

- 1.1 The Council has its own Community Fund from which it provides grants of up to £25,000 to assist local 'not for profit organisations' with the delivery of community projects. Total project costs of up to £2,000 can attract 75% funding and total project costs over £2,001 can attract up to 50% funding from the scheme.
- 1.2 There are two new deadlines each year, namely 30 June and the 31 December. This report includes the applications received by 30 June 2015.
- 1.3 Six applications have been made to the Community Fund Grant Scheme in this round. An analysis of each of the bids is included in Annex A.
- 1.4 The Member Panel met on 28 July 2015. Four of the six bids were supported and the summary information is included in Annex B. Two bids were discounted as set out in Annex C. One application originally supported has now been withdrawn as funds were found elsewhere.
- 1.5 The amounts requested from the supported applications total £37,795. Officers are recommending a total spend of £22,517 at this meeting. No payments are made until after evidence is submitted that the work is completed.

#### 2. Additional Information

- 2.1 To qualify for a grant from the Community Fund, applications must meet the Council's objectives from its 2020 Strategy and must demonstrate a benefit to the local community. All awards are made at the discretion of the Executive. Each of the applicants is a not for profit

organisation. Each project recommended for a grant must be well planned with a sound financial basis.

- 2.2 Feedback is given to each applicant as to why their bid was rejected and support is offered to re-submit bids. Reasons why these were not valid usually include: not meeting the 2020 Strategy objectives; lack of a sound business case; the project is already underway; or there has been a lack of supporting information which is required to allow the bids to be properly assessed.
- 2.3 Information on the Community Fund scheme is provided on the Council's website and articles are regularly published in the Council's Heathscene magazine promoting recent successful awards. The scheme is further promoted by Voluntary Support North Surrey to ensure greater involvement and wider representation from voluntary groups in the Borough.
- 2.4 All decisions on grant awards rest with the Executive. The Executive can also add conditions to the awarding of any grants as it sees fit.

### **3. Options**

- 3.1 The Executive has the option to;
  - i. Fund the organisations in line with the proposed amount in Annex B;
  - ii. Fund the organisations to a greater or lesser amount of their requested sum;
  - iii. Not fund the organisations.

### **4. Proposals**

- 4.1 It is proposed that the Executive agree the proposed awards set out in Annex B from the Community Fund Grant Scheme.

### **5. Corporate Objectives and Key Priorities**

- 5.1 The funding of voluntary organisations allows the Council to meet its objectives to:
  - Work in partnership with local organisations to provide support to the community and diverse open space and recreation facilities.
  - Understanding and supporting local voluntary groups.
  - Significantly contribute to civic pride through the provision of events and green spaces.
  - Work in partnership with the voluntary and third sector to extend opportunities in the Borough.
  - Encouraging greater involvement from local clubs and organisations including volunteering.

## 6. Equalities Impact

6.1 The Community Grant Fund has been equality impact assessed.

<b>Annexes</b>	<b>Annex A – Summary of Bids Annex B – Proposed Grant Awards Annex C – Discounted Applications</b>
<b>Background Papers</b>	<b>Application Forms</b>
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<b>Service Manager</b>	<b>Richard Payne - Executive Head of Transformation</b>

### Consultations, Implications and Issues Addressed

<b>Resources</b>	<b>Required</b>	<b>Consulted</b>
Revenue	N/A	
Capital	✓	✓
Human Resources	N/A	
Asset Management	N/A	
IT	N/A	

<b>Other Issues</b>	<b>Required</b>	<b>Consulted</b>
Corporate Objectives & Key Priorities	✓	✓
Policy Framework		
Legal		
Governance		
Sustainability		
Risk Management		
Equalities Impact Assessment		
Community Safety		
Human Rights		
Consultation		
P R & Marketing	✓	✓

**Review Date:**

**Version:**

## **ANNEX A – Summary of Bids**

### **Applicant: Camberley Job Club**

**Project: To introduce a 5 week training course to enable the best chance of gaining employment for those who are mature and have learning difficulties.**

**Grant requested: £1,500**

**Project cost: £ 2,000**

#### **Report:**

Camberley Job Club has operated for over 3 years and supports mature job seekers with long histories of unemployment or with learning difficulties, who are unable to find employment on their own. The Job Club hosts two sessions per week at both St Mary's and High Cross Churches in Camberley. (A recent successful grant from Surrey Community Foundation awarded £2,000 to cover the room hire fees at High Cross Church.)

This project will provide a training course, developed by volunteers from the Job Club in conjunction with Job Centre Plus and trialled with 4 people who responded enthusiastically to its content. It is anticipated that around 100 people will be able to access this course during the first year of operation. The applicant is seeking a contribution towards purchasing 4 new laptops, plus printing and material costs. It is anticipated that the courses will commence in October 2015.

**Recommendation: Offer a grant of £1,500 subject to verification of all costs.**

**Applicant: Camberley Judo Club**

**Project: To add a new strength and conditioning gym to the existing facilities.**

**Grant requested: £17,500**

**Project cost: £35,000**

**Report:**

Camberley Judo Club has existed for over 30 years and registered as a charity 6 years ago, it is now a Performance Pathway Centre one of only seven that links to the National Centre of Excellence in Walsall. This status provides mutual benefits to both club and the local area by putting us on the map with the successes from the performance of the elite athletics on the National and International Championship Stage. A new lease was agreed with the council in December 2013 for a 30 year period. The Club offers all levels of Judo coaching from local children to elite classes. The new strength and conditioning gym which is proposed is to be located behind the existing dojo which is a permanent structure. The gym is a semi-permanent wooden structure and has a life expectancy of a minimum of 15 years. The applicant is fund-raising to contribute the remainder to the project. £10K from the existing reserves of £25k is ring fenced for the Rio Olympics in 2016. The proposed facilities will be open to non-members and members which total 580 at present. Approximately 50% of which reside in Surrey Heath.

This project will enable both community and elite athletes to train to a higher standard on site. The remainder of the costs are to be found through local fundraising and using the club reserves; other funds were considered but the criteria did not fit. Subject to planning consent being granted, the works are due to commence at the end of 2015 and are anticipated to take around 4 weeks to complete. The maintenance of the equipment will be incorporated within the clubs inventory.

**Recommendation: Offer a grant of £17,500 subject to planning permission and landlord consent being granted.**

**Applicant: Turners Boxing Academy**

**Project: To refurbish the boxing bag room, gym and changing rooms.**

**Grant requested: £18,795**

**Project cost: £103,126**

**Report:**

Turners Boxing Academy is a non-profit making club run by volunteers who teach fitness and boxing to diverse local groups. They focus on disadvantaged and dis-engaged young people and adults. Turners are based within Collingwood College and this is managed via a service level agreement (SLA) between both organisations that incorporates the applicants lease agreement until March 2021. The SLA also details that Collingwood College (a School with Academy status) is responsible for the maintenance and statutory health and safety requirements for the building. Turners pay a rent to the School for the use of the facility.

This project will refurbish the School's ceilings, insulation and lighting (£28,787), decoration and fire doors (£4,580) roofing work (£48,594) heating upgrade (£14,165) and other works estimated at a cost of £7,000. Collingwood College have committed to fund the heating upgrade (due to commence on the 27 July 2015) and have applied to external funders for the other costs, which are to: Surrey Leaders Community Fund (£21,572) and EFA Capital Improvements Fund (£48,594).

The facilities are used by 1,757 Collingwood Students. At present there are 60 Turners Boxing Academy members that use the facilities each week. The grant requested equates to 18% of the overall project costs compared to only 3.41% usage of the facility by Turners (this equates to a value of £3,517). The accounts indicate that in order for the club to remain financially sustainable it will need to attract more members and thereby increase its income. However there is a risk that the viability of the club is not long standing.

**Recommendation: Officers support the work of the Club and ask members to consider the application and a grant award as they see fit to this organisation. This will be subject to the Council's Executive Head of Finance being satisfied with the club's financial strategy, together with securing the remainder of the funding (via other sources) to enable the successful project completion.**

**Applicant: Sebastian's Action Trust**

**Project: Develop present office space into a family mini-hub.**

**Grant requested: £9,500**

**Project cost: £20,000**

**Report:**

Sebastian's Action Trust provides families, with seriously ill and life-limited children, a place to visit for advice and support. They report that their current facilities in Slough are too far for Surrey Heath families to visit.

Funding is therefore sought to develop their existing office space in Tanners Yard, Bagshot into a mini-hub. The works are already underway with completion scheduled for October 2015. Their lease has an eighteen month break clause.

**Recommendation: That the bid is discounted as the works have already commenced and no verification of project costs have been received.**

**Applicant: Step by Step**

**Project: To purchase 2 x i-pad Air, and 4 x i-pad Air minis.**

**Grant requested: £1,200**

**Project cost: £1,600**

**Report:**

Step by Step offer a supported lodging service for young people within a family home. Host families are fully trained to ensure young people are each given the care and attention they need to turn their lives around. These young people are normally at greater risk and are more vulnerable than most.

This bid is to purchase 2 x i-pad air and 4 x i-pad minis for the young people who form part of the supported lodging service within this area. There are approximately 6 in Surrey Heath at any one time, although the number is subject to fluctuation. Support workers meet the young people in various locations often without internet access. The meetings discuss many issues, but one of the most important is to aid independence and to help with job searches, CV writing and moving house options. The lightweight portable equipment of the i-pad help the support staff to provide this vital 1:1 guidance and direction required.

**Recommendation: That the bid is discounted as the organisation had £858,000 in unrestricted reserves at 31 March 2014.**

**Applicant: Surrey Heath Veterans and Families Listening Project**

**Project: To host a one-day event designed to 'Bridge the Gap'**

**Grant requested: £2,000**

**Project cost: £2,340**

**Report:**

This formally constituted club has operated since January 2014 and meets monthly at the Frimley Sea Cadets Hall where they provide a service to military veterans and their families, offering support, guidance and listening. Over 170 people have used the service in the last year.

The organisation has arranged for a one day event to be hosted at Lakeside International Hotel on the 6 October 2015 that will bring together veterans and 25 organisations from both the voluntary and statutory sector to 'bridge the gap' where knowledge, guidance and support can be offered. It is anticipated that approximately 200 people will attend and a grant is sought to provide the £2,000 cost of refreshments. The £340 room hire charge is already being paid by the organisation.

**Recommendation: The original recommendation was to support the application by offering grant of £1,000. However, the applicant withdrew their bid on the 19th August 2015, due to funding being found elsewhere.**



## ANNEX B – Proposed Grant Awards

Organisation	Project Details	Full Project Cost £	Amount Requested £	Amount Proposed £
<b>Camberley Job Club</b>	To introduce a new 5 week training course	2,000	1,500	1,500 (with conditions)
<b>Camberley Judo Club</b>	To add a new strength and conditioning gym to the existing facilities in the Old Dean	35,000	17,500	17,500 (with conditions)
<b>Turners Boxing Academy</b>	To refurbish School facilities	103,126	18,795	Up to 3,517 (with conditions)
<b>TOTAL</b>			<b>37,795</b>	<b>22,517</b>

## ANNEX C – Discounted Applications

Applicant	Project	Amount Requested £	Reason for Rejection
<b>Sebastian Action Trust</b>	Develop present office space into a family mini-hub	9,500	No verification of project costs have been received. Work has already commenced. No retrospective grants are awarded.
<b>Step by Step</b>	To purchase 2 x i-pad Air and 4 x i-pad Air minis	1,600	The organisation currently has £858,000 in reserves.
<b>Surrey</b>	To host a	1,530	The applicant withdrew their bid on

<b>Heath Veterans and Families Listening Project</b>	one-day event designed to 'Bridge the Gap'		the 19 <sup>th</sup> August 2015, due to funding being found elsewhere.
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