

Revenue Grants 2016/17

SUMMARY

The Executive is asked to consider the revenue grant payments to voluntary organisations for the period 1 April 2016 to 31 March 2017.

Portfolio - Transformation; and Business

Date signed off: 23 November and 18 December 2015

Wards Affected

All

Recommendation

The Executive is asked to consider the applications received and to allocate revenue grants for the period 1 April 2016 to 31 March 2017 from the Fund as appropriate.

1. Resource Implications

- 1.1 The Council funds a number of voluntary organisations which either work in partnership with the Council or perform functions on the Council's behalf.
- 1.2 Annex A provides a breakdown of these organisations' funding requests. The table compares the funding requested against the grant awarded for 2015/16 and in certain cases shows the percentage of funding requested against annual running costs. The table also shows the in-kind financial support given to the organisations plus the amount of grant that Officers propose is awarded.

2. Key Issues

- 2.1 The Council values the work undertaken by our voluntary organisations enormously. In order to function, these organisations need to be able to anticipate a level of financial commitment by the Council. Despite the Council's ongoing commitment to these organisations, in the current economic climate no guarantees are available that the current funding levels will be able to be met in future years.
- 2.2 New service level agreements were introduced in April 2013. The agreements set out targets and outcomes to be achieved throughout the year and are summarised in Annex B. Officers use the agreements to monitor the performance of organisations throughout the year. Quarterly monitoring reports are provided by the organisations based upon the targets in the service level agreements. Grant payments are only made after a successful monitoring report is received.
- 2.3 The Council follows the principles of the Surrey Compact, an agreement that supports how partners behave, engage and work together in the statutory, community, voluntary and faith sectors.

- 2.4 The support of voluntary organisations is a discretionary function of the Council and the Executive therefore has the option to vary the level of support to organisations, or to withdraw funding for some or all of the grants. The following funding options are therefore presented as part of this report.

3. Supporting Information

Citizens Advice Surrey Heath

- 3.1 Citizens Advice Surrey Heath (CASH) is open from 10am-4pm, Monday – Thursday plus 2 x 3 hour weekly outreach sessions in Bagshot and Chobham. The organisation helps people from within the community to resolve their legal, money and other problems. It does this by providing free, confidential, impartial and independent advice to clients and by exercising a responsible influence on the development of social policies and services to ensure citizens do not suffer through lack of knowledge or an inability to express their needs effectively. A new website was launched in January 2015 from which enquiries can be made, this combines with the established delivery of information and advice through face to face meetings at the CASH premises behind Camberley Library, by phone or when necessary home visits. In April 2015 CASH piloted an advice service via webchat plus an email service, with funding from the Government Department for Business, Innovation and Skills which can be accessed Monday to Friday 9am-5pm, which has provided additional support with the client numbers seeing a considerable increase year on year. Costs are estimated at £176,323 in 2016/17. The reserves at 31 March 2015 were £134,109; this is an increase of £10k from 2014.

It is recommended that a grant of £80,000 is approved, subject to the delivery of the service level agreement, and that the Portfolio Holder be asked to monitor the local situation and any potential impact in relation to the Money Advice Service, and other changing trends within local demand and service provision.

Voluntary Support North Surrey

- 3.2 Voluntary Support North Surrey (VSNS) provides a support service for voluntary organisations in both Surrey Heath and Runnymede. (Surrey Heath organisations total 320.) VSNS has kept two separate office locations in Camberley and Chertsey with the two offices sharing back office functions. One of the roles of VSNS is to develop and promote volunteering which totalled 324 placements for the year ending 31st March 2015. Also, over the past years this organisation has strengthened its services around advice, governance and training on quality standards and funding information. Over the past year this has boosted funds to local organisations of £250,000. This combined with assisting over 170 organisations in providing specific information, guidance and training i.e. charity law.

VSNS also administers the vetting and barring service for local voluntary organisations, which is a crucial safeguarding need within our community. Over the past year the organisation has become the representative of the

voluntary sector on the Urgent Care Boards and Integrated Care Agenda to enable this sector to deliver local plans based upon areas of need. VSNS has achieved a 95% satisfaction rating from an independent survey of their members.

The service level agreement includes development work within areas of deprivation i.e. the Old Dean and St Michael's wards, and support for the Surrey Heath Show. The corporate volunteering and engagement programme continues to gain momentum this year with local businesses, supporting 32 community events which has involved 650 corporate volunteers from Eli Lilley, Johnsons Wax, Premier Inn, Enterprise Rent-a-car, M+S Brooklands, ADP and British Airways.

VSNS has sought an increase in grant this year based upon the services provided, and has advised that they are unable to continue to provide the deliverables outlined within the existing service level agreement without an increase to cover the staffing, office and parking costs. It is expected that the costs in 2016/17 will be £266,500. The VSNS board have agreed that from 2017 the organisation will operate with a balanced budget, and will reduce their staff levels accordingly. The accessible reserves at 31 March 2015 are £9,130, and a further £224,000 is available through a draw down scheme held by Surrey Community Foundation *from which £150k is ring fenced*.

VSNS are now located in the Ian Goodchild Centre, along with Surrey Heath Age Concern amongst other groups. The partners have entered into a 5 year lease from October 2014 which provides a reducing scale rental subsidy over this period starting with 100% subsidy in year 1, this reduced in October 2015 to 90%, with a total reduction to a 60% subsidy in year 5. The organisation is also liable to pay a service charge which has resulted in net increases in their costs.

It is recommended that a grant of £30,000 is approved, an increase of £5,030 on the current year, subject to the delivery of an agreed service level agreement, with the specific terms to be delegated to the Transformation Portfolio Holder.

Surrey Heath Age Concern

- 3.3 With the support of approximately 65 volunteers and three part-time members of staff, Surrey Heath Age Concern (SHAC) is able to deliver a range of services for those aged 50+ within Surrey Heath.

The tea room located within Camberley town centre has recently been refurbished with the funds provided by a £7,157 legacy of a former client. This is supported by 28 volunteers who operate from Monday – Saturday 9-3pm.

SHAC provides a telephone information service and a visiting and befriending service for older house bound residents. The visiting and befriending service relies upon 37 volunteers that undertake on average 100 visits per month. The newly launched tea and chatter sessions in May 2015, are now very popular with two groups operating in Camberley and Frimley. The soon to be launched

“Tea and Tech” sessions will offer classes in the tea rooms that encourage older people to learn new technology. This is in-conjunction with the Barclays Digital initiative.

SHAC is not affiliated to Age UK and acts independently of the national organisation. Costs are expected to be £42,000 in 2016/17. The organisation recorded £111,018 in reserves at 31 March 2015, which is a reduction of £37,976 from the previous year.

The council re-instated the revenue grant from 1st April 2015 based upon a revised service level agreement, which is outlined in Annex B. During this period Surrey Heath Age Concern has demonstrated considerable progress in achieving most targets set within the scope of this agreement.

It is recommended that a grant of £10,000 is awarded, subject to the continued delivery and expansion of the visiting and befriending service provided to combat loneliness in the elderly, and for an clear strategy to be implemented around respite care within Surrey Heath.

Camberley Central Job Club

- 3.4 This organisation was set-up approximately 3 years ago and it provides training and support to local people who are unemployed. Within Surrey Heath at present there are approximately 215 people who are in receipt of Job Seekers Allowance. The Job Club has suggested that this figure is set to increase through the hidden need and pending demand that will be brought about by the Universal Credit due to be implemented in a phased roll-out in February/March 2016.

At present Camberley Central Job Club is open on a Monday and Friday mornings providing general sessions of support and one to one assistance, referrals are taken from the Job Centre Plus, local children’s centres and self-referrals.

From October 2015 the club launched a 5 week course ‘Job Search Programme’ based upon local need and developed by the volunteers who run this organisation. This will benefit around 100 people over the next year, and this element attracted a council Community Fund Grant of £1500 awarded in October 2015.

In both September 2015 and 2014, 70 clients were using the services offered. The club would like to introduce greater resilience to the organisation as at present it is solely reliant upon volunteers who operate and develop the service. It is proposed to introduce a part-time member of staff for approximately one day a week for a fixed 12 month contract who will provide a central administrative support service.

The other area of expansion focuses around recruitment and training of volunteers to meet this demand and will lead, in future years, to providing an outreach service to cover other areas of high need within Surrey Heath. The total applied for is £9,950 which will cover the costs of room hire £2250,

Administration £4,000, Training £3,500, and business advice at Basepoint £250, the overall operational costs are estimated at a cost of £13,300.

Funding for the room hire costs has been previously provided by Surrey Community Foundation for a 12 month period.

It is recommended that a grant of £5,000 is approved to help fund staff costs, subject to monitoring via a service level agreement with the specific terms to be delegated to the Transformation Portfolio Holder.

Tringhams, West End

- 3.5 The Tringhams group supply care to the elderly of West End, Chobham, Lightwater, Windlesham, and now Bisley (due to the closure of Butts). Clients are collected from their homes and taken to Tringhams Hall where they are provided with a hot meal, various activities and outings, refreshments and newspapers, two days a week. With the Bisley day centre closing in July 2014 Tringhams took over this operation on a Tuesday from September 2014. Since this time the regular number of clients using the service has declined with an average falling from 22 per week to 17 at West End, and 12 to 10 in Bisley.

Costs are expected to total £45,755 in 2016/17, of which £23,655 is attributed to salary costs. Tringhams currently has a total reserve of £31,591 as at 1 April 2015 plus a further £33,605 which is ring fenced to fund a new mini-bus. Tringham's have forecast an overall loss of £5,000 from operating the Bisley (Tuesday) service. A funding bid has been submitted to Surrey Community Foundation to bridge the shortfall. If this is unsuccessful the Trustees advise that the closure of this (Tuesday) Bisley provision may be necessary.

Discussions are ongoing with SHBC Community Services in relation to a joint transport service, which will utilise the ring fenced reserve for the new bus fund.

It is recommended that a grant of £15,000 is approved, subject to the delivery of the service level agreement with the specific terms to be delegated to the Transformation Portfolio Holder which will focus upon increasing the existing client numbers.

Basingstoke Canal Authority

- 3.6 The Basingstoke Canal Authority (BCA) manages and maintains the 32 mile long canal which serves Mytchett, Deepcut, and Frimley and Camberley. It provides a unique facility for improving the quality of life of local residents, giving unrestricted access to open space and leisure opportunities for the community. There are 4.2 million residents within a 60 minute drive of the canal and 700,000 within a 30 minute drive. It is estimated that 30% of Surrey Heath residents were assisted by the organisation in the past 12 months, but there is no accurate information. The reserves for the BCA at 31/3/15 were £336,474.

In 2016/17 the grant will contribute towards meeting the organisations strategic priorities:

- **Ensure the Basingstoke Canal is accessible, welcoming and safe.**

A robust set of policies, procedures and work programmes to ensure safety for canal staff, users and local residents.

- **Achieve economic benefits around tourism and financial sustainability**

A viable canal generating local economic, social and environmental benefits. A robust capital investment programme leading to medium term financial sustainability.

- **Improve biodiversity and landscape, and achieve SSSI target condition**

Consider the biodiversity needs integral to other functions on the canal ensuring a balance of needs working towards an overall improvement in SSSI condition.

- **Improve the supply and management of water to sustain navigation and biodiversity**

Continue with research to find additional sustainable water supplies for the canal and embrace technology to better monitor and predict management and change.

- **Engage the community in understanding and appreciating the canal**

Develop a Basingstoke Canal identity which can be advertised across the network in a variety of media.

- **Develop volunteering opportunities**

Provide an inclusive and wide range of opportunities for outdoor learning, training and involvement in the canal.

- **Repair and improve structures to a standard that is long term and sensitive to heritage and environment**

An Asset record, backed up by a programme of regular monitoring and inspections to inform annual work programmes and longer term financial planning.

It is recommended that a grant of £10,000 be approved, subject to the delivery of the service level agreement.

Blackwater Valley Countryside Partnership

- 3.7 The Blackwater Valley Countryside Partnership (BVCP) restore and manage the Blackwater Valley's Countryside to maximise its value for outdoor recreation, landscape, wildlife and healthy living by involving and co-ordinating the work of local authorities, communities and landowners. It is estimated between 5,000 and 10,000 Surrey Heath residents benefit from the partnership annually but there are no exact figures.

In 2016/17 the BVCP aims to:

- **Strategic development of the Blackwater Valley**
Work with partners planners and leisure officers to increase public greenspace in the Valley including new SANG sites.
Manage the Hawley Meadows/Blackwater Park SANG and Swan Lake Park SANG both used by SHBC. Produce annual reports for these sites.
Review Blackwater Valley strategy and business plan.
- **Community involvement**
Organise and lead 150 conservation projects within the Valley for local volunteers, involving 1,500 people, at least 15 projects involving 80 people in Surrey Heath.
Work with Blackwater Valley Countryside Trust and site owner to carry out reed bed restoration project in Surrey Heath to contribute Surrey BAP targets
- **Financial**
Work to partnership budget as agreed by BVCP members committee with at least £120,000 raised additional to core LA contributions.
Value of volunteer activity in direct support of BVCP activities anticipated to be £150,000. Work to the value of £10,000 will be undertaken on sites within Surrey Heath Borough.

The reserves for the BVCP at 31/3/15 were £98,993.

It is recommended that a grant of £10,000 be approved, subject to the delivery of the service level agreement.

Surrey Heath Sports Council

- 3.8 Surrey Heath Sports Council's function is to promote sport in the borough by financially supporting and encouraging participation for residents across all sports recognised by Sport England. The Sports Council works alongside key partners such as National Governing Bodies, the County Sports Partnership, Active Surrey and local schools.

To date in 2015/16, £2,400 has been allocated to grant recipients, with the treasurer confirming that the group expects to award at least a further £1,100 across the remaining meetings in this financial year based on applications it has received.

In 2016/17 it is proposed to continue to offer 3 types of grants:

1. Talented Athletes – 8 grants of £250 will be awarded to athletes competing at county level (and above) to assist with the financial burden of elite competition
2. Coaching – 8 grants of £125 will be awarded towards applicants undertaking coaching qualifications with a view to delivering sports coaching in Surrey Heath.
3. Hardship Bursary – 10 bursaries of £50 will be awarded to people who meet one of the criteria of being in receipt of Job Seekers Allowance, Incapacity Benefits or Free School Meals.

The balance at Bank as at 31st October 2015 was £5,846.60

It is recommended that a grant of £3,500 is approved, subject to the delivery of the service level agreement.

Surrey Heath Arts Council

- 3.9 The purpose of the Surrey Heath Arts Council is to facilitate cultural development within the Borough by aiding individuals and groups within the Borough to develop their cultural activities within the community.

The Surrey Heath Arts Council had reserves of £4,110 at year end March 2015. (This excludes their Bursary Account which holds circa £29,000 for the specific purpose of funding Bursaries to assist individual students who are seeking to pursue a professional career in the arts. The bursaries are provided only from the interest on the fund; the capital cannot be reduced.)

In 2014/15 the Arts Council administered grants worth £1,950.

In 2016/17 the Arts Council aims to:

- Initiate an “Arts Inspirational Day” to include workshops and presentations related to the cultural activities within the borough
- To explore developments which will be created by the Arts Inspirational Day
- To continue to explore the best way forward regarding the Arts Council website

It is recommended that a grant of £1,400 is approved, subject to the delivery of the service level agreement.

4. Options

- 4.1 4.1 The Executive has the option to;
- i) Fund the organisations in line with the “2016/17 Proposals” column in Annex A, subject to the delivery of their service level agreements;
 - ii) Fund the organisations applications at a greater or lesser percentage of their requested sums;
 - iii) Not fund any of the organisations.

5. Proposals

- 5.1 It is proposed to fund each grant request at Annex A at the levels highlighted under the “2016/17 Proposals” column, subject to the delivery of the service level agreements.

6. Corporate Objectives and Key Priorities

6.1 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.

7. Equalities Impact Assessment

7.1 The organisations support vulnerable people with information, advice and/or funding and increase participation in activities to improve social inclusion.

8. Officer Comments

8.1 The proposals as set out in Annex A will maintain the Council's commitment to recently grant funded organisations. Despite this ongoing commitment, in the current economic climate no guarantees are available that the current funding levels will be able to be met in 2017/18.

Annexes	Annex A. Grant application summary & proposal
Background papers	Application Forms
Author/contact details	Ben Sword, Community Engagement Officer Jayne Boitout Community Partnership Officer
Head of Service	Daniel Harrison - Executive Head of Business and Louise Livingston - Executive Head of Transformation,

Consultations, Implications and Issues Addressed

	Required	Consulted	Date
Resources			
Revenue	✓	✓	
Capital	N/A		
Human Resources	N/A		
Asset Management	N/A		
IT	N/A		
Other Issues			
Corporate Objectives & Key Priorities	✓	✓	
Policy Framework	N/A		
Legal	N/A		
Governance	N/A		

Sustainability	N/A		
Risk Management	N/A		
Equalities Impact Assessment	✓	✓	
Community Safety	N/A		
Human Rights	N/A		
Consultation	N/A		
P R & Marketing	N/A		

Version: V3

ANNEX A - Grant Application, Summary & Proposals

Organisation	Grant Use	2015/16 GRANT AWARD	Grant Request 16/17	% of Annual Overall Running Costs	2016/17 PROPOSALS	Other Council in-kind benefits for the year ending 31/03/15
Surrey Heath Citizens Advice (CASH)	Helps people from within the community to resolve their legal, money and other problems.	80,000	110,000	62.4%	80,000	Offices £18,500 Car parking £2,074
Voluntary Support North Surrey	The service has a number of roles including developing volunteering, providing advice on governance and funding for voluntary organisations.	24,970	38,000	14.3%	30,000	Offices £9,225 Car parking £6,957
Surrey Heath Age Concern	Provides a coffee shop in Camberley for use by the 50+ age group, a visiting and befriending service and an information signposting and support service.	10,000	10,000	23.8%	10,000	Tea room 10,000 Car parking £2,604
Tringhams, West End	Transport to and from lunch and activities for 60+ in Bisley, West End, Chobham, Lightwater & Windlesham	19,000	24,000	52.5%	15,000	Not applicable
Camberley Central Job Club	Provision a Job Club facility within Camberley that includes a dedicated course helping clients return to work	Nil	9,950	74.8%	5,000	Council office options to be explored during the year.
Sub Total (Page 1)		£133,970	191,950		£140,000	£49,360

Organisation	Grant Use	2015/16 GRANT AWARD £	Grant Request 2016/17	% of Annual Overall Running Costs	2016/17 PROPOSALS £	Other Council in-kind benefits for the year ending 31/03/15
Basingstoke Canal Authority	Revenue support in maintaining facilities.	10,000	26,283	3.8	10,000	Not Applicable
Blackwater Valley Countryside Partnership	Revenue support in maintaining the facilities offered to residents and visitors to the Blackwater Valley	10,000	10,000	3.1	10,000	Not Applicable
Surrey Heath Sports Council	Distribution of small grants locally to gifted and talented athletes and coaches	3,500	3,500	100	3,500	Not Applicable
Surrey Heath Arts Council	Distribution of grant aid to promote the arts in the borough	1,400	1,400	100	1,400	Not applicable
Sub – total (page 2)		£24,900	41,183		24,900	
TOTAL (Page 1 & 2)		£158,870	233,133		164,900	

Annex B: Service Level Agreements – The Outcomes to Date (2015/16)

Organisation	Service Level Agreement	Achievements
Citizens Advice Surrey Heath	To deliver the business development plan 2014-16:	All front line services achieved as per the business development plan.
Voluntary Support North Surrey	<p>To support the projects in the areas of Old Dean and St Michaels.</p> <p>To support the delivery of the Surrey Heath Show.</p> <p>To maintain a service that is accessible from a Surrey Heath Location 5 days a week.</p> <p>To deliver the outcomes specified within the SCC partnership funding agreement.</p>	<p>Achieved.</p> <p>Achieved.</p> <p>Achieved.</p> <p>Achieved.</p>
Surrey Heath Age Concern	<p>To review the visiting and befriending service to meet the local need and remove all waiting lists during the year.</p> <p>To investigate a respite care service that meets local demand.</p> <p>To recruit new trustees as necessary to strengthen the board.</p> <p>To seek out new funding streams and make a minimum of 4 funding applications</p> <p>To demonstrate examples of improved efficiencies when possible and to work</p>	<p>Reviewed with the waiting lists reduced slightly. Referral numbers from Jan-Oct 2015 = 42.</p> <p>In progress at present, SHAC Board to consider in January 2016.</p> <p>Achieved</p> <p>Achieved</p> <p>Ongoing</p>

	in partnership with Age UK and Age UK Surrey	
Tringhams, West End	<p>Safe and secure transport to and from home. Increase alternative income streams to reduce financial dependency.</p> <p>Operational management and delivery of the day centre. Retain an average attendance at 26 clients per day for the 2 day a week service. To evaluate the costs of operating at Bisley one day a week and meet this level during the year.</p> <p>Continue to work with Surrey Heath and or other partners to assist with the provision of transport services with the aim to maximise efficiency and capacity in meeting the demand from the community served.</p>	<p>Achieved.</p> <p>Achieved with fundraising for the year of £ 9124.98</p> <p>Not achieved – Tringhams has 22 clients on the books with attendance averaging 16 for the past 4 months.</p> <p>Not achieved, Bisley has 16 clients on the books, of which the average attendance is 10. The club requires 16 to break even, the forecasted loss for the year is £5,000, and the club has applied to Surrey Community Foundation to bridge the gap. If the application does not succeed the club are looking to close this service.</p> <p>The council provided approximately 50% of the transport service, until September/October 2015. Discussions are underway with SH Community Services to formalise other options which if agreed could be implemented from April 2016.</p>
Camberley Central Job Club	New Application – No SLA in place yet	
Basingstoke Canal Authority	<ul style="list-style-type: none"> Ensure canal is well maintained and safe for users and neighbours 	Achieved – projects include Major renovation of towpath between Frimley Lodge Park and the Canal Centre (£74,000) and Hard bank protection from the swing bridge at the canal centre to Mytchett Place Road Bridge

	<ul style="list-style-type: none"> • Provide an attractive and wide ranging volunteer programme • Provide opportunities for outdoor learning and involvement • Create an environmentally sustainable resource and entity • Monitor feedback to improve services 	<p>(£74,000).</p> <p>Achieved</p> <p>Achieved</p> <p>Achieved</p> <p>Ongoing</p>
<p>Blackwater Valley Countryside Partnership</p>	<p>Work with partners including The Council's planners and leisure officers to manage the Hawley Meadows/Blackwater Park SANG so that capacity increases match allocations. Review and attempt to reduce costings. Produce annual report.</p> <p>Organise and lead 150 conservation projects involving 1600 volunteers with at least 10 projects involving 100 people in Surrey Heath.</p> <p>Work with the Blackwater Valley Countryside Trust and site owner to carry out reed bed restoration project in Surrey Heath to contribute towards Surrey BAP targets .</p>	<p>Ongoing – A lot of time was spent working with Surrey County Council to prepare the 'Better Connectivity' project which will see a surfaced path for the full length of the site. This is aimed to be completed in 2015/16 but is weather dependent. Weekly visits have been made to the site to keep it litter free and paths mowed.</p> <p>Achieved – volunteers and community groups completed 167 practical projects, the most achieved by the organisation in any one year.</p> <p>Ongoing</p>

<p>Surrey Heath Sports Council</p>	<p>Assist 8 talented sports people especially at County level and above with financial support up to £250.</p> <p>Assist those living and coaching in Surrey Heath by subsidising coaching courses up to £125 for 8 people.</p> <p>Provide up to 10 hardship bursaries of £50 to people with financial barriers to participation in sport.</p>	<p>Achieved – 8 people have been supported so far in 2015/16 with one more round of grants still to be assessed in January.</p> <p>Ongoing</p> <p>Ongoing</p>
<p>Surrey Heath Arts Council</p>	<p>Invest in a new Surrey Heath Arts Council logo and website to generate more applications for grants and bursaries</p> <p>Research and facilitate the organisation of Surrey Heath Short Film Competition and Festival</p> <p>In association with Rushmoor BC, support Murray Rowlands in efforts to arrange drama workshops with view of full amateur stage production in 2015</p>	<p>Ongoing – A new Arts Council website has successfully been designed, but is not yet fully operational</p> <p>Not Achieved – this has been replaced by the proposal of an “Arts Inspirational Day”</p> <p>Not Achieved – Despite Surrey Heath Art Council’s attempts to support, these sessions took place solely in Rushmoor.</p>