

Surrey Heath Borough Council

Executive

25th January 2021

Revenue Grants 2022-2024

Portfolio	Support & Safeguarding – Cllr Shaun Garrett
Head of Service	Louise Livingston – Head of HR, Performance & Communications
Report Author	Jayne Boitout – Community Partnership Officer Ben Sword – Engagement, Wellbeing & Events Manager
Key Decision	Yes
Wards Affected	All

Summary and purpose

The Executive is asked to consider the revenue grant payments to voluntary organisations for the period 1 April 2022 to 31 March 2023, and the three ringfenced organisations for the period 2 from April 2023 to 31st March 2024.

Recommendation

The Executive is advised to RESOLVE that

- (i) the following Revenue Grants for 2022/23 be awarded to:
 - a. Surrey Heath Citizens Advice (CASH) – £80,000.
 - b. Surrey Heath Age Concern - £10,000.
 - c. Camberley Central Job Club - £6,000
 - d. Catalyst Support - £1,500.
 - e. The Hope Hub - £31,500.
 - f. VSNS-Time to Talk - £10,000.
 - g. Basingstoke Canal Authority - £10,000.
 - h. Blackwater Valley Countryside Partnership - £10,000.
 - i. Surrey Heath Sports Council - £3,000.
 - j. The funding decision relating to the proposed £30,000 grant for Voluntary Support North Surrey to be delegated to Portfolio Holder, Support and Safeguarding and the Head of HR, Performance & Communications following further discussions;
- (ii) the other in-kind benefits provided to organisations be noted;

- (iii) all grants be subject to Service Level Agreements;
- (iv) No Revenue Grants to be awarded to: Windlesham Field of Remembrance, The Women's Institute Bagshot, RASASC (Rape and Sexual Abuse Support Centre) Guildford, the Mustard Seed Trust, Farnborough, Home-Start Surrey Heath, Lightwater Connected and Surrey Heath Arts Council;
- (v) The Council to utilise the funds available within the Containment Outbreak Management Fund to meet the Revenue Grant Costs as detailed above 1) A to J for the period of 2022-23 at a maximum total cost of £192,500; and
- (vi) The Council to further utilise the available funds from the Containment Outbreak Management Fund to meet the Revenue Grant costs of the 3 ringfenced organisations which consist of: Citizen's Advice Surrey Heath, £80,000, Basingstoke Canal Authority, and Blackwater Valley Countryside Partnership, both at £10,000 giving an additional allocated amount of £100,000 to meet revenue costs for the year, 2023-2024, and throughout the remainder of this year for the work to continue to identify the funding necessary to retain support for all other organisations.

1. Background and Supporting Information

- 1.1 The Council Revenue Grant Scheme is open and transparent and enables any organisation who delivers services within Surrey Heath that fulfils all governance requirements and helps the Council to meet its long- and short-term strategy as outlined within our 5-year Plan to apply for funds.
- 1.2 The Council values the work undertaken by voluntary organisations enormously, the indicative annual budget that is to be ratified in February 22 shows that the funds provided in previous years of £200,000 will not be available sustain the funding for the financial year 2022-23. An alternative fund, the Containment Outbreak Management Fund enables the Council to continue to support the existing organisations for this period, and at present those who are ringfenced for the following year 2023-24. It is extremely unfortunate, in such difficult times, that we are unable to continue at the previous funding levels and fully understand the hardship which this may cause to organisations who provide local services in Surrey Heath. The Council are committed to work hard in trying to secure this funding to retain the support to community-based organisations and will work with them to try and identify alternative sources to bridge the gap but are not able at this time to confirm the funding continuation for non-ringfenced organisations beyond 1st April 2023. The existing support provided in kind, which includes office space, and car parking will be retained in line with the financial support. In such difficult times, this is a clear demonstration of the Council's ongoing community commitment to local organisations who provide crucial services within Surrey Heath.
- 1.3 Service level agreements were introduced in 2013 enable the Council to set out targets and outcomes to be achieved throughout the year and for those

who are already funded details are summarised in Annex B. Officers use the agreements to monitor the performance of organisations throughout the year. Grant payments are authorised following receipt of a satisfactory monitoring report.

- 1.4 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.
- 1.5 The grant support to 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 the grants. The following funding options are therefore presented as part of this report.

2. Citizens Advice Surrey Heath

- 2.1 Citizens Advice Surrey Heath (CASH) operates from the former museum space located within Surrey Heath House. The pandemic saw an adaption in the delivery of services to ensure that clients and volunteers were supported safely. The opening times of the service is from 10am-4pm, Monday – Thursday, and the mornings are dedicated to appointments, there is capacity for emergency drop-plus an outreach service, on average for the month of September 2021, 35 clients were supported each working day, which complies with the Service Level Agreement. Staff and volunteers can continue to deliver the services virtually from their homes, or in the office on the phone. The manager, Kate Sawdy is testing a new video technology at present, due to some clients having difficulty in being able to manage the technology.
- 2.2 In September 21, a total of 560 clients were supported with advice and information, of these 12% were face to face, 60% phone advice, and 28% received online advice via email and web-chat.
- 2.3 The office location within Surrey Heath House, maximises working relationships with all agencies co-located in the Council offices. CASH is a well-managed local organisation that has worked hard to build a good platform in which to secure funding bids which helps to retain its sustainability. The revenue grant being sought represents 32% of its annual turnover.
- 2.4 A key partnership project relates to social prescribing, and this works with the Council, Surrey Heath Clinical Commissioning Group, Surrey Heath Primary Care Network and Voluntary Support North Surrey, the aim is to improve the wellbeing of local residents. This has resulted in Citizens Advice being able to offer an improved integrated clinical, social and community care service.
- 2.5 During the pandemic, it was clear that the client referrals would continue to increase, and CASH were awarded funding of £33,000 in May 2021, to enable an additional Supervisor from the Containment Outbreak Management Fund (COMF), to ensure that the local demand could be met.

- 2.6 The other raft of services also remains which include administrating the introduced Hardship Scheme, which is funded by this Council. Health watch Surrey, Citizens Advice are the champion for health and social care in Surrey Heath, where they provide a platform for a voice of the local residents to be heard relating to their experience of the health provision. Surrey Welfare Rights Unit, they provide the advisors with support and guidance in relation to very complex cases, and changes to the benefit system. Pension Wise, Besom Foodbank referrals, and Local Solicitor Support, Military Veterans listening project, Frimley Fuel Allotments, Accent Housing, energy advice and many other areas outlined within their application.
- 2.7 In October 2021 the government (DWP) has set up a scheme to provide additional funding to target financial support for vulnerable households over the winter months, to be known as the **Household Support Grant**. This new grant will run until the 31 March 2022 (and redeemed until the end of April), this total £500m nationally. The aim of the grant is designed to enable local Council's to support vulnerable households with the increasing costs of food, energy, water, and other essentials. Citizens Advice Surrey Heath (CASH) deliver this on the Councils behalf. The scheme requires a quick time response to evaluate and turn around the applications promptly following discussion CASH agreed to be the agency, validating, and awarding by ensuring the emergency funds are provided to those who are most vulnerable.
- 2.8 Total annual costs are estimated at £249,721 in 2022/23 which reflects an increase, which most is attributed to the additional resources required to deliver the Social Prescribing project. The unrestricted reserves recorded at the 31st March 2021 recorded a further increase of £26,404 to £140,947.
- 2.9 This is one of the three ring fenced organisations, and it is suggested that a grant of £80,000 is approved for the year 2022-23, and 2023-24 subject to a service level agreement.
- 2.10 The Council provides benefits in kind, which consists of: the office facilities valued at £25,000 for the office space within Surrey Heath House, plus the staff and volunteer car parking which is provided without cost to the organisation.

3. Voluntary Support North Surrey

- 3.1 The Voluntary Support North Surrey (VSNS) role is to support the community and voluntary organisations in Surrey Heath, which totals in-excess of 400 local not for profit groups within this Council area. VSNS also operate in Runnymede, and Spelthorne and has a tripartite funding agreement with Surrey County Council whereby each of the Borough Councils and both (two) clinical commissioning groups commit to ongoing funding.
- 3.2 This revenue grant application seeks funding for the core work, which focus on growing the capacity and skills in the third sector in Surrey Heath. A large part of their efforts is dedicated to enabling financial support for voluntary groups which in turn benefits residents.

- 3.3 VSNS also develop and promote volunteering opportunities, from 1st April 2021 – 30th September 2021 there were a total of 238 referrals, 122 of these were opportunities **not** related to the Covid vaccination centre, 17 volunteering placements were made in September 2021.
- 3.4 The vetting and barring service has changed significantly over the past year as the service is now managed via an online portal which from feedback is easier for all to use. The numbers checked for the past months is 6.
- 3.5 The organisation has delivered 9 training courses which were all free relating to volunteer recruitment/management/law, digital/traditional/legacy fundraising, and trustee training.
- 3.6 VSNS also support local groups such as ODCoG, the Surrey Heath Show.
- 3.7 The organisation has a visiting and befriending arm designed to meeting the needs and high level of demand within Surrey Heath. This is offered to all age groups and will complement the existing provision provided by Surrey Heath Age Concern and other local agencies within this area see 4.1.
- 3.8 The staffing levels that provide the service in 3 boroughs equates to 7.5 FTE.
- 3.9 The operating costs estimated for the financial year 2022/23 are £462,590. The unrestricted reserves are estimated at £49,000. There is a £150,000 ring fenced amount which is held by Surrey Community Foundation which provides small grants throughout the year to local organisations.
- 3.10 It is recommended that the funding grant award of £30,000 is paused and subject to further discussions relating to volunteering data with the delegated decision of the Portfolio Holder, Support and Safeguarding and the Head of HR, Performance & Communications.
- 3.11 Any grant award that is approved, will be subject to the delivery of an agreed service level agreement.
- 3.12 VSNS are in the Ian Goodchild Centre, along with Camberley Care and others. Discussions are ongoing as to the existing lease agreement renewal together with other options relating to the 'Community Hub' initiative.

4. Surrey Heath Age Concern CIO

- 4.1 Surrey Heath Age Concern (SHAC) delivers a range of services to those aged 50+ within Surrey Heath.
- 4.2 The Rainbow Café opening this year has been affected by the pandemic restrictions which has impacted the income of the charity. However, the Charity has successfully bid to a range of Council Covid-19 scheme which awarded several grants which has seen the reserves of the organisation increase over the past financial year.

- 4.3 The Rainbow Café is managed directly by a part-time manager, and she is working hard to re-establish client confidence to visit Camberley post pandemic by reintroducing favourites such as tea and memoires, tea, and chatter
- 4.4 In the meantime, the numbers of volunteers have reduced from an average of 55 to 38 in September 21, and the charity are reviewing the reasons for this, and are striving to recruit new volunteers to re-build this very popular service. As a result of this, the waiting list is re-introduced, which as at the 30/09/21 was 4. All these clients are older, lonely, isolated people who are living alone.
- 4.5 SHAC is not affiliated to Age UK and acts independently from of the national organisation. Costs are expected to be £61,505 in 2022/23. The organisation recorded £78,867 as total unrestricted reserves at 31st March 2021.
- 4.6 It is suggested that for the financial year 2022/23 the grant is retained at £10,000 although it is noted that the organisations reserves have increased due to the success of the Covid grants awarded. This is subject to a Service Level Agreement which is to includes continuing to work collaboratively with the V&B scheme operated by Voluntary Support North Surrey.
- 4.7 The Rainbow Café annual lease has a benefit of £10,000, which is due to expire in November 2022, plus up to £2,850 in The Square car parking for staff and volunteers. Discussions are ongoing as to the existing lease agreement renewal together with other options relating to the 'Community Hub' initiative

5. Camberley and District Job Club

- 5.1 This organisation has received revenue funding since 1st April 2016. Its aim is to provide training and support to local people who are unemployed.
- 5.2 The ONS Labour Market profile for Surrey Heath shows that from June 20-July 21 the local unemployment figures are recorded at 1,600 which equates to 3.2% of the population, compared to 4.1% in the Southeast and 5.0% in the rest of Great Britain. The unemployment numbers are high for Surrey Heath in comparison with previous years, and much of this is attributed to the impact of the pandemic.
- 5.3 The job club client numbers recorded in September 2021 were 21 which shows a big improvement upon the 2020 figure of 6 during the month.
- 5.4 The key activity that is provided by the club is the face-to-face meetings on a Monday at High Cross Church where support, and one to one assistance relating to CV writing, and confidence building, are provided. The referral method to its service is varied and can be from the Job Centre Plus, churches, and self-referrals. With the increase in unemployment numbers, it is anticipated that this voluntary group will be very busy next year providing vital support to those who are vulnerable within our community. The applicant has

advised that it intends to extend its involvement with young people and works closely with the Workshop in Camberley.

- 5.5 An estimated total number of people who have found employment through the club is estimated at 20 (YTD) which does not reach the agreed service level agreement target of 70. The club has been active in attempting to find ways to recruit HGV drivers and have established a link with a local company based in Yorktown Industrial Estate, (Clean) to assist with local recruitment opportunities.
- 5.6 The Club is working hard in organising a local Jobs Fair in Spring 22, in bringing employers and job seekers together.
- 5.7 The overall costs forecasted for 2022/23 is estimated at £14,150 which will cover the administrator and room hire charges, with other costs linked to the operation. The club has reserves of £6,000.
- 5.8 It is suggested that an award is made of £6,000 to enable the organisation to provide the support needed locally of those who seek work the period 2022/23.
- 5.9 The council does not provide any benefits in kind to this organisation

6. Catalyst Support

- 6.1 In 2017, Catalyst introduced a new initiative in Surrey Heath that provided a mental health and well-being community football team, called 'the Welcome Wizards' this is aimed at improving mental health.
- 6.2 The scheme operates from Frimley Lodge Park and uses one of the 3G football pitches twice a week to provide this to service to a minimum of 22. During the lockdown pandemic restrictions this has impacted upon the team not being able to meet and was not operated during either lockdown.
- 6.3 This scheme is unique to this area in that no other service like it operates.
- 6.4 The annual costs to deliver the project for 22/23 are estimated at £3,000 as the 3G court hire costs have reduced, and £2,500 is sought. The applicant has significant reserves, but the majority are restricted, due to the delivery of their commissioned contracts. The service is accessed via self-referrals or existing clients. The Welcome Wizards are part of the Surrey FA disability league with Catalyst hosting an annual tournament which is very popular.
- 6.5 This type of service provision targets those who are most vulnerable within our community, and it can often be the start of an improved quality of life, through building confidence and self-belief by reducing isolation.
- 6.6 It is suggested that a grant of £1,500 be awarded subject to a service level agreement being reached that will aim to extend the service providing greater benefits without cost.

7. Home Start – Surrey Heath – New Application

- 7.1 Home Start Surrey Heath is part of a consortium with seven other Home Start Schemes in Surrey to supply services for children and families in Surrey Heath.
- 7.2 It receives £19,108 for this early years' service from Surrey County Council and Surrey Care Trust (who is the lead provider). This contract outlines that 19 families will be supported in Surrey Heath.
- 7.3 The service provided is aimed at families with at least one child under the age five, who are undergoing stress or difficulties for any reason. This charity reaches out to those who can be isolated, vulnerable and most risk, but during the pandemic the charity diversified its services to include a pram walk, and family group, plus virtual support, by facetime/zoom and the phone.
- 7.4 The scheme is delivered by (an average of 29) volunteers who are trained and supported through supervision to enable them to home-visit (pre-covid) for 2-3 hours a week, with 2 part-time members of staff.
- 7.5 During September 2021, 26 adults and 49 children were assisted, with a family group delivering to 11 adults and 12 children, and a pram walk of 13 adults and 19 children.
- 7.6 The Charity have requested that the Council match the funds received from Surrey County Council of £19,108 which would enable the capacity of the service to expand, however this would require availability of volunteers who deliver the service, and it is unclear if the local volunteers can be recruited.
- 7.7 It is with regret that it is suggested the Council decline the application this year, due to restricting financial support to organisations. The Council would like to thank and commend the support that is provided by this group.

8. Lightwater Connected – New Application

- 8.1 Lightwater Connected was established out of the local desire to provide a sustainable network of support for and by the whole community, within this group it has brought together Lightwater Care, LIVE and the Lightwater Resilience Plan. Many volunteers deliver the range of services which for September 21, were 56 driving requests, 8 advice and signposting, 10 shopping and prescription, social media, being part of the Covid Champion programme 1,500, befriending 5, plus a further 21 teams responding to community requests on demand.
- 8.2 The applicant seeks a grant of £4,000 to contribute towards the estimated annual costs of £4,438, with unrestricted reserves of £800, their aim is to meet the annual costs, with the largest proportion of the costs relate to rent, which is £2,400 per annum, all other costs are minimal. The aim of the groups is centred in providing the community and network support to meet the local need, whether this is driving duties, shopping,

prescription collection, local events, information and signposting and re-introduction of the youth club.

8.3 It is with regret that it is suggested the Council decline the application this year, due to restricting financial support to organisations. The Council would like to thank and commend the support that is provided by this group.

9. Windlesham Field of Remembrance and Community Hub– New Application

9.1 The Field of Remembrance is 18.5 acres of a great open green space in the heart of Windlesham with its newly completed hub, that hosts the Field House Coffee shop, and nursery school, plus opportunities for private hire this facility is proving to be a great attraction to the area. With the completion of the hub its estimated that an increase of visitors to the field of 300 per week (now at 1,300).

9.2 The fields and hub are all owned by the charity, who are seeking a £10,000 grant from the Council. The estimated costs for 22/23 are indicated at £92,500 which includes a carpark upgrade which is costed at £6,000. Income is estimated at £77,000 with £356,000 as unrestricted reserves on 31st March 2021.

9.3 It is suggested that the Council decline the application this year, due to needing to prioritise our support to organisations who hold significantly less unrestricted reserves. The Council would like to thank and commend the support that is provided by this group

10. Bagshot Women’s Institute – New Application

10.1 This local group based in Bagshot has 23 members and provides an annual programme of monthly meetings. The group now predominantly comprising of older members would like to use the upcoming centenary to attract new members. The capacity to fund raise is limited and £1,000 has been sought to assist with meeting the costs. The WI have a reputation providing a virtual network of help to their members.

10.2 It is suggested that on this occasion the application be declined and re-directed to one of the other Council grant schemes that are available and can help.

11. Mustard Seed Autism Trust

11.1 This organisation is based at Frimhurst Family House in Frimley and their aim is to develop the physical, social, communication, mental and emotional well-being of autistic children. This is delivered in various ways, through 121 helps, course for small group of children, parent training delivered by occupational therapists, a specialist autism teacher, a family support worker and play therapist. There is also a team of 21 volunteers that support the 121 work and a team of 3 staff, plus 2 contracted part-time therapists. The trust has also developed an autism hub where families and local community can

access support, therapies, advice and training. In September 2021, 15 families were supported by the trust, 1 person received the 121 support, 1 person attended a motivate to communicate workshop, 9 received advice support and follow-up, 2 received sibling support, and 1 play therapy.

11.2 The trust is seeking a grant of £10,000 per year, the forecasted costs for 20/23 are set at £125,516, with unrestricted reserves at £74,418 on 31st March 2021.

11.3 The area where this service is provided is within a 10-mile radius of Farnborough, so client families from Hart, Rushmoor and Waverley use the services. Existing main funders include: 25 regular doners which contributes £11,922, on-going school contract £16,088, Rushmoor lottery £1,118 and Children in Need £10,000. Many other one-off grant applications are successful this includes Ward Councillor contributions etc. A restriction within the trust's capacity, ensures that it can be closed for new client referrals for months, in September 20, the list was open for 2 hours then closed as 50 people had self-referred. This list will not now re-open until Spring 22, as the trust does not want clients to be held on a long waiting list, and on average the 121 help takes 6 months per client. The Council have awarded a £3,000 grant in July 2021 from the Charity Enabling Fund.

It is with regret that it is suggested the Council decline the application this year, due to restricting financial support to organisations. The Council would like to thank and commend the support that is provided by this group.

12. The Hope Hub

12.1 The Hope Hub have provided services to local residents who are homeless or at the risk of becoming so since 2018 and are located in the porta cabin behind the library in Knoll Road. The service also works with those in poverty, and need food parcels, breakfast/refreshments/lunch, and emergency items such as toiletries, and clothes, plus shower and laundry facilities. The Hope Hub seek an unrestricted grant of £40,000 to support the frontline work via their service pathway which will support the frontline day services work of case workers and mental health and well-being case workers.

12.2 For the financial year 2021/22 the grant award to THH had increased from £17,000 to £31,500 with the reason explained that the original 3-year grant awarded by the Council Housing team of £30,000 per annum had come to an end. To confirm a one-year extension provided the £30,000 this financial year, and it is unknown if this grant is to continue.

12.3 This grant does not include other service support that relates to the Night stop project.

12.4 In September 2021, the Hope Hub supported 75 Surrey Heath clients and 19 non-SHBC clients.

- 12.5 The applicant seeks to remain agile and flexible so that it can respond to the needs of the service users within our community.
The Hope Hub has 10 members of staff, with costs annual costs estimated at £230,000, unrestricted reserves on 31st March £90,000.
- 12.6 It is suggested that the Council offer a grant of £31,500 to meet the demand in relating to supporting those who are homeless, and wherever possible its prevention and all awards will be subject to a service level agreement. It is noted that the full £30,000 was paid in the form of the grant from the Councils Housing team, which has yielded an increase of £21,500 for the 21/22 income, and it is suggested that for the year 22/23 this additional income is offset against the revenue grant award and amount sought.
This will ensure that the Hope Hub are able to continue to deliver the services are retained to those who are most vulnerable.

13. Voluntary Support North Surrey – ‘Time to Talk’ Project

- 13.1 Voluntary Support North Surrey (VSNS) supports the community of voluntary organisations within Surrey Heath, which totals in excess of 400 local not for profit groups.
- 13.2 From the outcomes of the social prescribing and integrated care project in Surrey Heath demand has increased for a visiting and befriending project.
- 13.3 VSNS launched this service to meet the need, in 2019, and it is entitled ‘time to talk’. VSNS look to recruit and train volunteers who are willing to befriend those who are vulnerable without an age restriction in Surrey Heath. Both local groups who deliver a visiting and befriending service work collaboratively in sharing ideas and concepts and good practice. With the Covid lockdown restrictions this year has been mixed with the actual frontline delivery, as many older clients are wary of home visits, which has seen a switch to telephone befriending.
At the end of March 21, this project had 50 volunteers visiting 45 clients, in with a waiting list of 2.
- 13.4 The service costs £35,000 per year to operate, and VSNS seeks a contribution of £10,000 to develop this further working collaboratively with Surrey Heath Age Concern for the period 2022/23.
- 13.5 It is suggested that the Council offer a grant of £10,000 to meet the demand in this area that will help to alleviate loneliness within Surrey Heath. The award will be subject to a service level agreement.

14. Basingstoke Canal Authority

- 14.1 The Basingstoke Canal Authority (BCA) manages and maintains the 32-mile-long canal which serves Mytchett, Deepcut, and Frimley and Camberley (4.5km of canal is within the borough). The canal is a Site of Specific Scientific Interest (SSSI) and forms a significant part of the local blue/green infrastructure of the borough, providing recreational benefits to residents such

as walking, cycling, and kayaking. The canal centre based in Mytchett also acts as a local tourist attraction providing historical interest, events, and activities.

- 14.2 The BCA works alongside The Basingstoke Canal Society to enable projects on the canal, ranging from new moorings and paths to events and boat rallies. According to the 2011 Census, 85,845 people live within 5 miles of the canal and 700,000 live within a 30-minute drive.
- 14.3 People and cycle counters counters located between the Canal Centre and Frimley Lodge Park show that from 1st April to the 10th Nov 2021, 98,715 people used this area of towpath. Conversely camp site users and canal centre visitors were around half their usual levels due to the pandemic.
- 14.4 The BCA also advise they help keep the borough a safe place to live as they keep the canal in good condition, manage water levels to protect residents and regulate use of the Canal by issuing boating, angling and other recreational licences.
- 14.5 Other benefits provided include a hugely diverse ecological benefit and a large volunteer programme including over 60 'lengthsmen' walking a section of the canal every week.
- 14.6 The BCA is founded on partnership between 9 local authorities including Surrey Heath and is reliant on annual contributions from these partners (plus nominal contributions from town and parish Councils), although it also supports itself through various income streams. The general reserves for the BCA at 31/3/21 were £729,424, up slightly from £697,089 on 31/3/20.
- 14.7 This is one of the ring-fenced organisations and it is recommended that a grant of £10,000 be approved for the year of 2022-23, 2023-2024 subject to the delivery of a service level agreement.

15. Blackwater Valley Countryside Partnership

- 15.1 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.
- 15.2 BVCP also work with the environment agency to identify improvements to the River Blackwater to reduce the risk of flooding and improve water quality, in addition to working with Surrey CC to improve cycle pedestrian routes in Surrey Heath and the adjacent districts.
- 15.3 From data collected by 21 automated counters, usage of the Blackwater Valley Path in September 2021 was 74,000 people, and of sites they manage 63,000 people. As a conservative estimate, 5-10% of users are Surrey Heath residents giving approximate figures of 6,850-13,700.

- 15.4 BVCP stress that by being able to co-ordinate projects across political boundaries, raise funds and support partners and community organisations to carry out work, a great deal more can be achieved to benefit residents of the Valley than by any one partner working in isolation. If the partnership did not exist, most work would still need to be carried out but at each individual partner's expense. BVCP argue that investing in the partnership provides best value for money through economy of scale.
- 15.5 In their annual report BVCP advise that their £10,000 contribution this year has enabled them to deliver £39,883 of work in Surrey Heath. The annual report details a number of areas where BVCP has provided valuable support such as improving access (e.g. clearing vegetation at various locations within the borough), engaging the community through tasks such as hedge-laying and litter picking, increasing biodiversity, maintaining areas of greenspace and work on developing new sites.
- 15.6 While over £2million has been paid by SHBC in relation to Hawley Meadows SANGS, this money sits with Hampshire County Council to look after the site in perpetuity. Only the interest on this figure can be used by Blackwater Valley Countryside Partnership and even then, this is restricted to the Hawley Meadows site and can only be spent on items which are classed as above and beyond 'usual' works.
- 15.7 The balance on the reserve account at 31/3/21 was £130,800, up slightly from £116,813 on 31/3/20. Funding comes from local authorities and income from site management and project work. As a minimum, a balance equivalent to three months of forecasted operating costs (c. £73k) must be held in reserves should the Partnership ever be wound up.
- 15.8 This is one of the ring-fenced organisations and it is recommended that a grant of £10,000 be approved for the years 2022-2023, 2023-2024 subject to the delivery of a service level agreement.

16. Surrey Heath Sports Council

- 16.1 The function of Surrey Heath Sports Council is to promote sport and physical activity in the borough by financially supporting eligible residents (via the awarding of grants) and encouraging participation across all sports recognised by Sport England. The Sports Council works with key partners such as National Governing Bodies, the County Sports Partnership, Active Surrey, and local schools.
- 16.2 The Sports Council help the Borough Council meet its priorities by encouraging resident's live more active, happier, and healthier lives. The Sports Council also draw attention that the awarding of grants is of particular importance in order to help the borough's young people fulfil their potential.
- 16.3 Four types of grants are awarded by the Sports Council. Aspiring athletes (at county standard or above) are supported with the cost of training and competition, coaches are supported with up to 50% of the cost of coaching

qualifications (if the beneficiaries will be within the borough), local clubs are supported with initiatives that will engage new people into sport and grants are also awarded to support those who face financial hardship.

- 16.4 The Sports Council are requesting support to the value of £3,500, in line with their 19/20 award. The Sports Council awarded £3,250 in grants in the previous year with the reduced number of awards reflecting a reduction in applications due to the impact of the pandemic. The Sports Council expect to award £3,750 in grants in 2022/23.
- 16.5 The balance carried forward as of 31/10/21 was £6551, up from £4963.10 on 31/10/20 but with a further £1250 due to leave the accounts in unrepresented cheques.
- 16.6 Due to the higher level of reserves compared to previous years it is recommended that a reduced grant of £3,000 be approved, subject to the delivery of the service level agreement.

17. Surrey Heath Arts Council

- 17.1 The Surrey Heath Arts Council evaluate applications for support from Surrey Heath-based individuals and organisations, awarding small grants (in addition to the experiences and expertise from its members) to help applicants fulfil their artistic or cultural aspirations. The Arts Council are reliant on SHBC Revenue Grant Support to be able to provide their own grants.
- 17.2 Due to the impact of the pandemic, the Arts Council did not feel it right to apply for 2021/22 as their activity was so quiet and the year's grant remains almost untouched, therefore There is currently no service level agreement in place.
- 17.3 The Arts Council were successful in being more active in the community this year through supporting and sponsoring more community events that promote the arts, as well as supporting the post-COVID recovery in the borough by supporting non-profit organisations create local arts and cultural events planned for 2022.
- 17.4 An application for a grant of £2000 has been applied for to assist with the forecasted 2022 costs of £2800.
- 17.5 The grants account balance at 31st March 2021 was £2206. Upon careful consideration it is suggested the Council decline the application for this period from the Revenue Grant Scheme, due to restricting financial support to organisations.

18. Chobham Rugby Football Club – new application

- 18.1 Chobham Rugby Football Club (Chobham RFC) is a large community sports club based in Chobham, home to over 1,000 players as well as parents,

partners and siblings. Chobham RFC have applied for a grant of £25,000 to support with a major facility revamp anticipated to cost up to £390,000.

- 18.2 While it is acknowledged it has been a very difficult period for community sport organisations, it is recommended not to provide a grant in this instance as the request is for a capital project rather than revenue costs which are the focus of this grant scheme.
- 18.3 Officers have recommended that Chobham RFC consider applying for the Community Revenue Grant Scheme instead as their application is better suited to this grant route.

19. Proposal and Alternative Options

19.1 The Executive has the option to:

19.1.1 Fund the organisations in line with the “2022/23 Proposals” to include awards and the delegated recommendation decisions to be finalised by the Head of HR, Performance & Communications and the Support & Safeguarding Portfolio Holder as outlined in column in Annex A, all of which are subject to the delivery of service level agreements.

19.1.2 Fund the organisations applications at a greater or lesser percentage of their requested sums.

19.1.3 Not fund any of the organisations.

19.2 It is suggested to approve as outlined in 20.1.1 above.

20. Contribution to the Council’s Five-Year Strategy

20.1 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.

21. Resource Implications

21.1 The Council funds a number of voluntary organisations which either work in partnership with the Council or perform functions on the Council’s behalf.

- 21.2 At the Executive meeting on 11 September 2019 a revised scheme was ratified, and this was introduced from 1 April 2020 (background document).
- 21.3 Annex A provides a breakdown of relevant information relating to funds sought plus a grant amount that Officers suggest is awarded.

22. Section 151 Officer Comments:

- 22.1 The proposals contained in this report will be subject to approval of the available budget, by full Council, as part of the Council's Budget-setting meeting in February. Potential recipients are made aware of this as part of the process. It is particularly important, given the financial challenges that the Council is facing, that funding decisions are made considering the Council's overall financial position and targeted where they will best support the aims of the Council, and meet the needs of our communities. The report sets out other support that these organisations receive, including other grant streams and benefits in kind such as the provision of parking spaces, to provide a full picture of the support currently provided by the Council, to aid decision-making.

23. Legal and Governance Issues

- 23.1 New service level agreements will be checked by legal services.
- 23.2 Where applications for grant renewals are refused, the Council should ensure adequate notice is given.
- 23.3 Any exit provisions in service level agreements should be reviewed to ensure compliance and any concurrent leases should also be terminated in accordance with the terms of the leases.

24. Monitoring Officer Comments:

- 24.1 No matters arising.

25. Other Considerations and Impacts

Environment and Climate Change

- 25.1 Providing support to a number of these organisations helps protect the borough's environment.

Equalities and Human Rights

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

Risk Management

25.3 No matters arising.

Community Engagement

25.4 No matters arising.

Annexes

Annex A. Grant application summary & proposal

Annex B. 20/21 Service Level Agreement performance to date

Annex C. Revised Revenue Grant Policy

Background Papers

All grant application forms

ANNEX A - Grant Application, Summary & Proposals

Organisation	Grant Use	2021/22 GRANT AWARD	Grant Request 22/23	% of Annual Overall Running Costs	2022/23 PROPOSALS	Other Council in-kind benefits for the year ending 31/03/20
Surrey Heath Citizens Advice (CASH)	Helps people from within the community to resolve their legal, money and other problems.	80,000	121,000	35.0%	80,000*	Offices £25,000 & Car parking no specific cost
Voluntary Support North Surrey	The service has several roles including developing volunteering, providing advice on governance and funding for voluntary organisations.	30,000	32,000	8.0%	Delegate 30,000	Office subsidy £8,400 Car parking £2,350
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	17.8%	10,000	Tea room 10,000 Car parking £2,850
Camberley & District Job Club	Provision a Job Club facility within Camberley that includes a dedicated course helping clients return to work	7,000	8,235	44%	6,000	N/A

Organisation	Grant Use	2021/22 GRANT AWARD	Grant Request 22/23	% of Annual Overall Running Costs	2022/23 PROPOSALS	Other Council in-kind benefits for the year ending 31/03/20
Catalyst support	Provision of a community football team to help with mental health and health and wellbeing	1,500	2,500	90%	1,500	N/A
Home start Camberley		N/A	19,108	7%	Decline	N/A
Lightwater Connected	Umbrella organisation representing 3 village organisations – not formalised yet	N/A	4,000	77%	Decline	N/A
Windlesham Field of Remembrance		N/A	10,000	%	Decline	
Bagshot WI		N/A	1,000	%	Decline	N/A

Organisation	Grant Use	2021/22 GRANT AWARD	Grant Request 22/23	% of Annual Overall Running Costs	2022/23 PROPOSALS	Other Council in-kind benefits for the year ending 31/03/20
RASASC Guildford	Delivery of face-to-face support for survivors of rape and sexual abuse in Surrey.	N/A	5,000		Decline	N/A
Mustard Seed Autism Trust	Works to develop the physical, social, communication, mental and emotional wellbeing of autistic children.	N/a	10,000		Decline	N/A
The Hope Hub	To provide a service to those who are homeless or preventing homeless, and a crisis care fund.	31,500	40,000	12.9%	31,500	£18,500 office subsidy
VSNS – Time to Talk	To provide a visiting and befriending service 'time to talk'	10,000	10,000	22.2%	10,000	N/A
Sub Total (Part 1)		£167,000	£282,843		£169,000	£67,100

Organisation	Grant Use	2020/21 GRANT AWARD £	Grant Request 21/22	% of Annual Overall Running Costs	2021/22 PROPOSALS £	Other Council in- kind benefits for the year ending 31/03/20
Basingstoke Canal Authority	Revenue support in maintaining facilities.	10,000	10,000	3.5%	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	3.9%	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	0	0	0%	Decline	Not Applicable
Chobham Rugby Club	Update changing rooms	N/A	25,000	6%	Decline	Not Applicable
Sub – total (Part 2)		£25,000	£48,500		£23,500	

TOTAL (Part 1 & 2)		£192,000	£331,343		£192,500	
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Funding Sought to approve for the year starting 1st April 2023- 31st March 2024

3 Ring-fenced organisations being:

Citizens Advice Surrey Heath £80,000
Basingstoke Canal Authority £10,000
Blackwater Valley CP £10,000

Needs updating -

Annex B: Service Level Agreements – The Outcomes to Date (2020/21)

Organisation	Service Level Agreement	Achievements
Citizens Advice Surrey Heath	<ul style="list-style-type: none"> • To deliver the changing needs as outlined within your Business Development Plan 2019-22 as attached in Annex A, and any subsequent versions introduced to reflect the changing local trends and priorities: • To continue to develop joint funding bids where appropriate to meet local priorities: • To increase the average daily numbers of clients interacted with to 30: • To acknowledge the support of the Council in all publicity: • To maintain independently examined accounts to be provided as requested by the Council: • To continue with a community fundraising strategy, that builds the organisational financial independence. • To assist where necessary with the Surrey Heath Poverty/Project Initiative. • To work collaboratively when relevant with any agency/voluntary organisations such as Camberley and District Job Club, The Autism Trust, and others. • To be fully inclusive from an internal and external perspective. 	<p>Achieved - ongoing</p> <p>Achieved</p> <p>Broadly achieved within the Covid restrictions</p> <p>Achieved</p> <p>Achieved within the Covid restrictions</p> <p>Achieved – ongoing</p> <p>Achieved – ongoing</p> <p>Achieved</p>

<p>Voluntary Support North Surrey</p>	<p>The Provider agrees to deliver the following services:</p> <ul style="list-style-type: none"> • To deliver the outcomes and outputs specified within the 2020/21 Partnership Funding Agreement with SCC/the CCGs/Runnymede BC/Spelthorne BC. • To supporting community groups in the Old Dean. • To support the organisation and operation of the Surrey Heath Show. • To promote awareness of the services offered by VSNS, by attending a minimum of 8 community events, and look to exploring this via social media. • To maintain an office base within Surrey Heath that is available from 9-4pm, Monday to Friday. • Acknowledge the support of the Council in all its publicity. • To undertake fundraising that builds VSNS financial independence. • To retain all existing service standards within Surrey Heath, pending any alteration and/or expansion of provision and/or area. • To continue to promote the Surrey Heath Lottery at all appropriate events attended. • To assist where necessary on any other relevant projects i.e. poverty 	<p>Achieved.</p> <p>Achieved.</p> <p>Cancelled this year due to Covid lockdown</p> <p>Some achieved within the social distancing restrictions</p> <p>Achieved – although now operated remotely</p> <p>Achieved</p> <p>Achieved</p> <p>Achieved.</p> <p>Achieved</p>
<p>Surrey Heath Age Concern</p>	<ul style="list-style-type: none"> • Work collaboratively with VSNS, TTT on V& B service in maximising the impact to recruit and retain volunteers. 	<p>Yes, achieved</p> <p>Achieved – waiting list of 4</p>

	<ul style="list-style-type: none"> • Introduce a maximum waiting time of 2 months from the time of referral with 85% of clients receiving a service to reduce isolation. • To recruit new volunteers as necessary to achieve the above. • Acknowledge the support of the Council in all its publicity. • Maintain audited accounts to be provided as requested by the Council, to retain your community fundraising strategy, building your financial independence. • To introduce an accurate system to monitor the user numbers at the Rainbow Café (and if possible, where they come from). • 	<p>Achieved. Achieved. Achieved.</p> <p>Achieved</p> <p>In progress within the restrictions of both lockdowns.</p>
Camberley Central Job Club	<ul style="list-style-type: none"> • To provide employment training for those in high need within Surrey Heath, and to work with partners such as JCP to prioritise the support for those who have been unemployed for the longest periods, 6 months and longer, with a progress report to be provided at the end of each quarter. • To provide accurate information on the outcomes of the services provided: numbers of those who have found work, numbers of clients seen, referral information, who, and numbers, with a progress report to be provided at the end of each quarter. • Over the period of this SLA for 70 to find work through this service with CJC providing evidence of this achievement. 	<p>Achieved</p> <p>Yes</p> <p>No</p> <p>Achieved</p>

	<ul style="list-style-type: none"> • For those who represent the organisation to always retain a professional standard when working with partners. • Acknowledge the support of the Council in all its publicity. • To work collaboratively with the Hope Hub and CASH and other local groups where work areas overlap. • To complete the newly introduced, monthly annual plan on time. • Maintain accounts, to be reviewed by a qualified auditor as requested by the Council. • To further develop a community fundraising strategy that reduces the financial dependence from the council, specifically this year to source separately the costs to meet the cost of the replacement ICT equipment and the Carers or any other Work Fayre event. • To increase the numbers attending the weekly drop-in sessions on a Monday morning to an average of 22. • 	<p>Achieved.</p> <p>Yes</p> <p>No, but the accounts are checked by an independent auditor</p> <p>Yes</p> <p>Working towards</p> <p>No as the club has been shut to face to face meetings during the lockdown periods</p>
Basingstoke Canal Authority	<ul style="list-style-type: none"> • 20,000 volunteer hours worked on the canal each year with 150 volunteers regularly engaged on a range of activities to support the canal. • Increase the percentage of income generated by the BCA over the next year to reach 30% of total income. 	<p>Achieved</p> <p>Achieved</p> <p>Achieved</p>

	<ul style="list-style-type: none"> • Achieve 30,000 annual visits into the canal visitor centre, acting as a hub for visitors to the canal in Surrey Heath • Acknowledge the support of the Council in all its publicity. • Maintain audited accounts to be provided as requested by the Council. 	Achieved
Blackwater Valley Countryside Partnership	<ul style="list-style-type: none"> • 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. • Organise and lead 150 conservation projects within the Valley for local volunteers, involving 1,500 people, at least 15 projects involving 100 people in Surrey Heath. • Work to partnership budget as agreed by BVCP members committee with at least £220,000 raised additional to core LA contributions. • Value of volunteer activity in direct support of BVCP activities to be £150,000. Work to the value of £7,500 will be undertaken on sites within Surrey Heath Borough. • Acknowledge the support of the Council in all its publicity. • Maintain audited accounts to be provided as requested by the Council • 	<p>Achieved</p> <p>Achieved</p> <p>Not Achieved (due to pandemic)</p> <p>Achieved</p> <p>Achieved</p> <p>Achieved</p> <p>Achieved</p>

<p>The Autism Trust</p>	<ul style="list-style-type: none"> • To provide accurate information on the total number of clients who have sought a service, identified into various categories, such as: service for both long and short Asdan courses, number of coffee mornings hosted with attendance numbers, Lego and Craft Clubs, and advice and support, where possible to identify those who reside in Surrey Heath and in other areas. progress report to be provided at the end of each quarter. • Acknowledge the support of the Council in all its publicity. • To make contact and where possible to work collaboratively with Voluntary Support North Surrey, Citizens Advice and Camberley and District Job Club plus any other local groups where mutual benefits exist where your work areas overlap. • Maintain accounts, to be reviewed by a qualified auditor as requested by the Council. • To further develop a community fundraising strategy that reduces the financial dependence from the council. • To attend 10 community type events during the year to increase awareness of your organisation. • To distribute a minimum of two rounds of marketing/communications with local schools, GP's etc. • To retain the ASDAN service option throughout the year. 	<p>Achieved – clients that have benefitted in SH very limited with ASDAN course = 1 Coffee mornings restricted due to Covid The Information service provided extends to England and Wales with no facility to identify the home area - 14 Partially</p> <p>Contact made, no partnership working as yet</p> <p>Not known yet</p> <p>Fundraising ongoing Restricted due to Covid</p> <p>Restricted due to Covid</p> <p>Restricted due to Covid only 1 client benefitted in Surrey Heath</p>
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Catalyst	<ul style="list-style-type: none"> • To deliver the Welcome Wizard football sessions, for males and females for 48 weeks at the all-weather court in Frimley Lodge Park. • To organise and deliver an annual football tournament. • To promote the availability of this service, share information with the Hope Hub amongst other Surrey Heath not for profit groups. • To actively search for alternative funding streams. • To confirm/review new referral methods to ensure that an inclusive approach is adopted to improve accessibility. • To achieve an average of 25 clients per session. • To provide quarterly statistics on the service developments, which include details of user numbers, their location, and referral routes and gender. 	<p>No – due to covid – only operational for Sept 20 and re-started from 04/12</p> <p>No due to Covid No due to not running</p> <p>Unclear</p> <p>No</p> <p>No – 16 Partially</p>
The Hope Hub	<ul style="list-style-type: none"> • £10,000 to be used specifically to contribute to salary costs to employ a part-time Case Worker to include Outreach and covering the whole of Surrey Heath for the full period of the grant. Confirmation the post is filled and the work pattern: to provide client numbers seen, the referral method if applicable, the location and outcome. Outreach may be carried out by any competent frontline member of staff and accompanied by a key Volunteer at times. • To fund the crisis provision gap for the remainder of Surrey Heath that is not covered by the grant payments from by Frimley Fuel Allotments. To provide client numbers, locations, and costs. • To provide quarterly statistics on the service and user numbers of the Hope Hub services. 	<p>Achieved</p> <p>Achieved where possible</p> <p>Achieved</p> <p>Achieved where possible</p>

	<ul style="list-style-type: none"> To assist where necessary on any other relevant projects throughout the year. 	
Time to Talk	<ul style="list-style-type: none"> Retain the service provision for a further 12 months until 1st April 2021 Work collaboratively with Surrey Heath Age Concern by maximising the impact to recruit and retain volunteers. Increase volunteer numbers to 40 (20 at present) Introduce a maximum waiting time of 2 months for 85% of those referred to be offered a service, meeting their needs and requirements. To adopt a fully inclusive approach. To assist where necessary on any other relevant projects throughout the year. 	<p>Achieved</p> <p>Achieved</p> <p>Achieved</p> <p>Achieved</p> <p>Achieved</p> <p>Achieved</p>
Surrey Heath Sports Council	<ul style="list-style-type: none"> Assist 8 talented sports people at County level and above with financial support Assist 4 clubs and/or those living and coaching in Surrey Heath by subsidising coaching courses Provide hardship bursaries to people with financial barriers to participation in sport. Acknowledge the support of the Council in all its publicity. Maintain audited accounts to be provided as requested by the Council 	<p>Achieved</p> <p>Not Achieved</p> <p>Achieved</p> <p>Achieved</p> <p>Achieved</p>
Surrey Heath Arts Council	<ul style="list-style-type: none"> Award grants to individuals and organisations connected with the arts so they can develop their work To sponsor activities which promote the arts at community events such as the Surrey Heath Show Actively promote and lead an Arts Council event as part of our strategy to attract younger members on to the Surrey Heath Arts Council 	<p>Not achieved (due to pandemic)</p> <p>Not Achieved (due to pandemic)</p> <p>Not Achieved (due to pandemic)</p>

	<ul style="list-style-type: none">• Acknowledge the support of the Council in all its publicity.• Maintain audited accounts to be provided as requested by the Council	Achieved Achieved
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