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Ward (s) affected	District wide	Key Decision	Yes
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Subject	Mole Valley District Council Grant Aid Applications
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RECOMMENDATIONS

That the capital grants and the one and three year revenue grants outlined in **Appendix A, Tables 2 and 3** are approved for 2016/17 subject to the necessary budget being committed.

Executive Summary

Mole Valley District Council (MVDC) recognises the significant contribution made by the voluntary, community and faith sector (VCFS) in providing projects and services that improve the social, environmental and economic well-being of our District. Mole Valley operates a grants process which provides funding to organisations that help the Council to meet its priorities and build capacity within communities.

The deadline for submission of applications to the Council's Grant Aid programme for 2016/17 was 30th September 2015 and there were 3 revenue and 3 capital applications made. This report sets out the headlines of those applications and recommends the awards to be made.

In total the capital and revenue expenditure proposed to be allocated to community and voluntary groups for 2016/17 is £278,722, which compares with a total of £323,502 in 2015/16.

Corporate Priority Outcomes

Community Wellbeing

Overall the provision of grants to community and voluntary sectors contributes to the priority of Community Wellbeing by supporting the specific actions to:

- Improve opportunities for residents to live active lives
- Promote community spirit, encourage individuals, families and communities to support each other and help our neighbourhoods to be more resilient in times of need

Each grant is individually assessed against the Council's corporate priorities. Grant applications must address at least one corporate priority in order to be considered for a grant.

The Executive has the authority to determine the Recommendations

1. Background And Process

- 1.1 The Grant Aid Policy was updated in 2011 to reflect recommendations made by Internal Audit. The Grant Aid Policy and application forms are updated annually to include the current Council priorities.
- 1.2 Applications for funding are initially assessed to ensure they meet the Grant Aid Policy eligibility and criteria. Eligible applications are scored and those that meet at least one Council priority will be considered for recommendation. Weighting is given to wider factors including pump priming and long-term sustainability. Other elements of criteria for assessment include the use of volunteers, community capacity building and geographical area served.
- 1.3 Information is set out below and in **Appendix A** relating to a number of grants that are provided to key organisations, as well as tables which then summarise the grant applications received. **Appendix B** provides more detail on the applications received.

2. Surrey Community Buildings Tripartite Grants

- 2.1 Tripartite Grants represent a funding agreement for capital building projects between Mole Valley District Council, Surrey County Council (SCC) and the applicant. Funding is allocated on a 'third each' basis and as such offers good value for money for the District. In order to administer the scheme it is agreed that a co-ordinator is appointed to make the recommendations and manage the process between the three parties. This costs MVDC £2,000 per annum and the post is managed by Surrey Community Action.
- 2.2 All applications are for capital which is used for providing infrastructure to benefit the local community.
- 2.3 The grants which are recommended below are those which have been assessed by the co-ordinator, and are in principle supported by SCC.
- 2.4 The tripartite scheme will be recommended as first choice when the criteria are met by an applicant. If it later transpires that SCC is unable to approve their portion of the funding, if appropriate, the application will then be treated as an application for an MVDC capital grant. This enables the applicant to submit one application and still have an equal chance of funding.

3. Revenue Grant Scheme

- 3.1 The Council offers a triage service for organisations who are considering making an application for a revenue grant whereby there is the opportunity of an initial discussion to assess whether the proposal could meet Council priorities.

4. Parish Council Concurrent Services Payments

- 4.1 Parish Councils are awarded a payment each year by Mole Valley to cover costs associated with grounds maintenance and recreation grounds.
- 4.2 In 2013, following meetings with Parish Councils, Mole Valley District Council agreed to make a more proportionate payment based on the actual costs incurred by the Parish Councils in carrying out these activities. It was also agreed that these payments would be increased annually by an inflationary amount in line with any increase in Council Tax. This approach was agreed in the grants report for 2014/15 with the inflationary amount being applied for the first time in the financial year 2015/16.

5. Grant Recommendations 2016/17

Information For Members

- 5.1 The following grants reflect the applications received for 2016/17 (1 additional was triaged) and committed expenditure on existing agreements already approved by the Council's Executive for 2016/17.

Summary of grants which are proposed for payment in 2016/17

GRANT	2015/16 AWARD	2016/17 RECOMMEND
2016/17 Committed Funding – 3 Year Grants		
Parish Council Concurrent Service (year 3 of 3)	30,972	*30,972
Christmas Promotional Activities (year 3 of 3)	15,500	15,500
Closed Church Yards (year 3 of 3)	11,950	11,950
Citizens Advice Mole Valley (year 3 of 3)	133,000	135,000
<i>Total Committed Funding</i>	<i>191,422</i>	<i>193,422</i>
2016/17 New Applications		
East Surrey Rural Transport Partnership	13,500	13,500
Voluntary Action Mid Surrey (Shortfall or up to £10,000)	15,000	10,000
East Surrey Domestic Abuse Services (3 year grant)	10,060	11,500
<i>Total New Applications</i>	<i>38,560</i>	<i>35,000</i>
TOTAL REVENUE GRANTS	229,982	228,422
2016/17 Capital Grants		
Capital Grants	45,072	20,000
Surrey Community Buildings (Tri-Partite)	48,448	30,300
TOTAL CAPITAL GRANTS	93,520	50,300
TOTAL REVENUE + CAPITAL GRANTS	323,502	278,722

**This figure will be subject to an increase in line with any increase in the council tax*

6. Monitoring Of Grants Awarded

- 6.1 It is Council policy that all grants over £10,000 should be subject to the successful agreement and implementation of a Service Level Agreement (SLA) and a number of appropriate monitoring meetings. Currently the Council has SLA's with:-
- The Citizen's Advice Bureau (CAB)
 - Voluntary Action Mid Surrey (VAMS)
 - East Surrey Rural Transport Partnership (ESRTP)
 - East Surrey Domestic Abuse Services (ESDAS)
- 6.2 Each of the organisations listed above are requested to come to Scrutiny Committee in order to give a presentation on the project or service the Council is supporting.
- 6.3 All other organisations in receipt of a Council grant are expected to write a short report accounting for how they have spent the money. Reports have been requested from 2015/16 grant recipients by the end of this financial year. For grants awarded for 2014/15 all reports have been received from those who have completed their projects. Organisations awarded a grant by the Council who do not return a report by the end of the following financial year will not be considered for a further grant.

7. Policy Review

There will be a review of the Grant Aid Policy in 2016/17 in line with the Corporate Strategy and the scheme will be re-promoted during the year.

8. Financial Implications

The recommendations of this report would reduce this Council's spending on grants by £44,780. This reflects a reduction in capital grants of £43,220 and a reduction in revenue expenditure of £1,560 as compared to the 2015/16 awards.

9. Legal Implications

Grant award recommendations are based on the current MVDC Grant Aid Policy. The Council has general powers to make grants of the type referred to in the report.

10. Options

The Executive has two options for consideration.

- 1) That all the recommendations made in respect of the grant applications which have been assessed against the agreed criteria are approved by the Executive. **(Recommended)**
- 2) That some or all of the recommendations made in respect of the grant applications which have been assessed against the agreed criteria and available budgets are amended by the Executive. **(Not recommended)**

11. Corporate Implications

Monitoring Officer Commentary – The Monitoring Officer confirms that all relevant legal implications have been taken into account.

S151 Officer Commentary – The S151 Officer confirms that all financial risks and implications have been taken into account.

Risk Implications – Grants are awarded based on the criteria set out in the Grants Policy. There is a reputational risk if these criteria are not taken into consideration when awarding grant funding.

Equalities Implications – An Equality Impact Assessment (EqIA) has been conducted this year on our Grant Aid Policy. The Grant Aid Policy actively seeks to support people from disadvantaged backgrounds or who have a disability and this is reflected in how the applications are assessed and scored.

Employment Issues – There are no employment issues.

Sustainability Issues – There are no sustainability issues.

Consultation – There was no consultation required in determining the recommendations of this report.

Communications – The Council's grants scheme has been promoted through Mole Valley News, on the Council's website and directly to organisations by Council Officers. A press release has been drafted to accompany this report.

Applicants will be written to when the outcome of their funding application has been determined.

12. Background Papers

- Grant application forms
- MVDC Grant Aid Policy
- Revenue scoring criteria
- Capital scoring criteria

Table 1 – 2016/17 Funding Commitment to Date

ORGANISATION	PREVIOUS FUNDING RECEIVED 2015/16 £	GRANTS ALREADY APPROVED FOR 2016/17 £
3 Year Grants Agreed		
<i>Parish Council Concurrent Services Payments:</i>	Yr 2	Yr 3
Abinger	4,274	4,274
Betchworth	1,944	1,944
Buckland	1,911	1,911
Capel	7,190	7,190
Charlwood	9,282	9,282
Headley	256	256
Holmwood	2,455	2,455
Leigh	1,186	1,186
Mickleham	1,369	1,369
Ockley	<u>1,105</u>	<u>1,105</u>
	30,972	30,972
		<i>(Subject to inflation following any increase in the Mole Valley Council Tax Levels)</i>
<i>Christmas Promotional Activities:</i>	Yr 2	Yr 3
Ashtead Traders	1,200	1,200
Bookham Residents	1,200	1,200
Dorking Christmas Lights	6,500	6,500
Fetcham	100	100
Leatherhead Christmas Festival	<u>6,500</u>	<u>6,500</u>
	15,500	15,500
<i>Closed Church Yards:</i>	Yr 2	Yr 3
St Nicholas, Great Bookham	4,400	4,400
Holy Trinity Church, Westcott	3,650	3,650
Ockley and Okewood	750	750
St John's Chapel, Westcott	1,000	1,000
St. Martin's Church, Dorking	<u>2,150</u>	<u>2,150</u>
	11,950	11,950
	Yr 2	Yr 3
Citizens Advice Mole Valley (Formerly Leatherhead and Dorking CAB)	131,000	*135,000
		*This is the final payment of a 3 year grant. Discussions with

		CAMV will take place over the next 6 months prior to an application being made for funding from 2016/17 onwards.
2016/17 TOTAL FUNDING COMMITMENT TO DATE £193,422		

It is recommended that the following grants are made in relation to applications received for 2016/17.

Table 2 – General Revenue Applications

ORGANISATION	LAST GRANT MADE £	GRANT REQUEST 2016/17 £	GRANT RECOMMENDED 2016/17 £
1 Year Revenue Grant Applications			
East Surrey Rural Transport Partnership	2015/16 13,500	13,500	13,500
Voluntary Action Mid Surrey: Service Funding	2015/16 15,000	15,000	Shortfall or up to 10,000
3 Year Revenue Grant Applications			
East Surrey Domestic Abuse Services - Contribution towards costs - Sanctuary Scheme	2015/16 Yr 3 (final year of 3 year grant) 7,560 <u>2,500</u> 10,060	3 year grant 10,387 <u>2,500</u> 12,887 pa	3 year grant 9,000 <u>2,500</u> 11,500 pa
TOTAL RECOMMENDED FOR NEW REVENUE APPLICATIONS £35,000			

Table 3 - Capital Grant Applications

ORGANISATION	LAST GRANT MADE £	GRANT REQUEST 2016/17 £	GRANT RECOMMENDED 2016/17 £
MVDC Capital Grant Applications £20,000			
Mickleham Children's Playground Association	-	20,000	20,000
Surrey Community Buildings –Tri-Partite £30,300			
Ashted Peace Memorial Hall	2012/13 15,000	5,300	5,300
Faufold – Westcott (Girlguiding Surrey East)	-	25,000	25,000
TOTAL CAPITAL GRANTS RECOMMENDED £50,300			

TOTAL REVENUE AND CAPITAL GRANTS RECOMMENDED £278,722

APPENDIX B

GRANT APPLICATIONS

Applications for Revenue Funding over £1,000 for 2016/17

Organisation	Amount Requested	Purpose of grant request	Total project cost	Other Funding			Previous Grant Funding	Council Priority/ Amount Recommended
				Funding Type	Amount £	Decision Date		
1. East Surrey Rural Transport Partnership – ES RTP is a company limited by guarantee with charitable status, established in 2001 to tackle unmet transport needs throughout rural communities and to encourage the use of public and community transport. <i>N.B. No volunteers involved.</i>	£13,500	1) To continue the work of the East Surrey Rural Transport Partnership Officer. 2) To continue to operate one Demand Responsive Bus Service for the general public in the rural parts of Mole Valley and to maintain the fixed route former Post Bus public service. 3) To maintain the Rural Transport Training and Information Initiative.	£125,000	Secured:			2015/16 £13,500	1) Prosperity 2) Community Wellbeing Recommended: £13,500
			Info & Training Officer = £20,000	BIG Lottery Fund	£28,720	Awarded	2014/15 £13,500	
			MV Transport Service = £54,000	Contract income from school services, small contracts with SCC's local bus team concessionary fares and passenger fare revenue	£69,780	Awarded	2013/14 £10,800	
			ES RTP Officer = £51,000	Total Secured	£98,500		2012/13 £10,800	
				Requested:			2011/12 £13,500	
				R & B BC	£13,000	Feb 2016	2010/11 £13,500	
				Total Requested from other sources	£13,000		2009/10 £2,800	
				Total Funding	£111,500			
				<i>Shortfall</i>	<i>£13,500</i>			
				Total Project Cost	£125,000			

Organisation	Amount Requested	Purpose of grant request	Total project cost	Other Funding			Previous Grant Funding	Council Priority/ Amount Recommended
				Funding Type	Amount £	Decision Date		
2.	Voluntary Action Mid Surrey – Provides core functions of a CVS: development, liaison, representation, partnership working and support services for the Voluntary and Community and Faith Sector within Mole Valley and Epsom and Ewell. Also, a registered charity acting as an umbrella, infrastructure agency which runs volunteer centres in Dorking and Epsom.	To resource on-going core work as a CVS with integrated volunteer centre.	£92,416 Salaries = £78,553 Central Costs= £13,863	Secured:	£0		2015/16 £15,000	1) Prosperity 2) Community Wellbeing Recommended: Shortfall or up to £10,000
Total Secured				£0			2014/15 £12,500	
Requested:							2013/14 £12,500	
Surrey Downs CCG				£30,065	Dec 15	2012/13 £13,600		
SCC				£47,474	Dec 15	2011/12 £17,000		
Epsom & Ewell BC				£ 7,989	Jan 16	2010/11 £17,000		
Total Requested from other sources				£85,528		2009/10 £23,066		
Total Funding				£85,528		2008/09 £23,066		
<i>Shortfall</i>				<u>£6,888</u>		2007/08 £22,504		
Total Project Cost				£92,416				

Organisation	Amount Requested	Purpose of grant request	Total project cost	Other Funding			Previous Grant Funding	Council Priority/ Amount Recommended	
				Funding Type	Amount £	Decision Date			
3.	East Surrey Domestic Abuse Services - ESDAS is a registered charity providing specialist community outreach and associated services to adults and children affected by domestic abuse in East Surrey. <i>N.B. Volunteer team currently has 32 members. A Volunteering Project is provided to encourage ex and long-term users to volunteer in a wide range of roles. Received the Queen's Award for Voluntary Service in the Community in 2005.</i>	£12,887 pa for 3 years Breakdown: Outreach Worker: £10,387 Sanctuary Scheme: £2,500	To provide specialist domestic abuse outreach services to Mole Valley residents and also for managing and delivering the, 'Sanctuary Scheme', within Mole Valley. The grant would fund: 1) 10 hours of a specialist DA outreach worker. 2) A local Sanctuary Scheme which can adapt a survivor's property so that they can safely remain within their own home.	Annual Running Cost £451,727 Total Cost of Outreach Worker £38,859 Plus Mole Valley Sanctuary Scheme Contribution £2,500	Secured: Training Fees Restricted Funds – including donations and funds b/f Reserves Total Secured Requested: Investment Income (based on previous years) Fundraising e.g. Marathon places, fundraising events, corporate fundraising Management Fees SLA Funding Partners – Surrey Police, SCC, Surrey PCC (to March 2017) OPCC, Private Trusts and Foundations, CCG, RBBC, TDC Home Office Total Requested from other sources	£5,000 £50,000 £49,102 £104,102 £3,500 £10,000 £17,500 £98,733 £186,640 £10,000 £326,373	Received Projection Events planned/ places secured Projection Feb 2016 Feb/Mar 2016 Mar 2016	2015/16 £10,060 2014/15 £10,060 2013/14 £10,060 2012/13 £10,060 2011/12 £9,450 + £2,500 from Service Budgets	1) Community Wellbeing Recommended: £11,500

<i>Organisation</i>	<i>Amount Requested</i>	<i>Purpose of grant request</i>	<i>Total project cost</i>	<i>Other Funding</i>			<i>Previous Grant Funding</i>	<i>Council Priority/ Amount Recommended</i>
				<i>Funding Type</i>	<i>Amount £</i>	<i>Decision Date</i>		
				Total Funding	£430,475			
				<i>Shortfall</i>	<u>£ 21,252</u>			
				Total Running Cost	£451,727			

Applications for Mole Valley Capital Funding 2016/17

Organisation	Amount Requested	Purpose of grant request	Total project cost	Other Funding			Previous Grant Funding	Amount Recommended
				Funding Type	Amount £	Decision Date		
<p>1. Mickleham Children's Playground Association</p> <p>Mickleham Children's Playground Association is a charity managed by volunteers from a cross-section of the community and Councillor Duncan Irvine is a Trustee. The charity's sole purpose is to ensure the playground remains a safe, fun and interesting play facility for the children who live in the local area or attend the local Nursery and Infant School.</p>	£20,000	<p>To replace the old timber playground equipment, fence and surfacing at Mickleham playground before it becomes too costly to maintain and unsafe to use. The current playground is approaching 15 years old and the maintenance costs are steadily increasing as more parts need to be replaced. There is concern that the maintenance costs will soon exceed their annual income. Replacement of the equipment will ensure that the play facilities are safe and fit for purpose for another 10 to 15 years.</p>	£43,956	<p>Secured:</p> <p>SCC Community Improvement Fund</p> <p>Total Secured</p> <p>Requested:</p> <p>S106 Funds (Westhumble)</p> <p>Total Requested from other sources</p> <p>Total Funding</p> <p><i>Shortfall</i></p> <p>Total Project Cost</p>	<p>£15,000</p> <hr/> <p>£15,000</p> <p>£5,541</p> <hr/> <p>£5,541</p> <p>£20,541</p> <p>£23,415</p> <hr/> <p>£43,956</p>	Dec 2015	No	<p>Recommended: £20,000</p> <p>The Parish Council is very supportive of the Mickleham Playground Association's plans to update the playground and is currently working to extend the current 5 year lease held by the Association to 25 years.</p> <p>They have been in contact with MVDC's Parks team to discuss the findings from playground inspections and the required maintenance. The Parks team view is that the playground does warrant improvement and provides huge benefits for local children as well as visitors to the area.</p>

Surrey Community Buildings Grant Scheme (Tri-Partite) requests 2016/17

Organisation	Amount Requested	Purpose of grant request	Total project cost	Other Funding			Previous Funding	Amount Recommended
				Funding Type	Amount £	Decision Date		
<p>1. Ashtead Peace Memorial Hall</p> <p>Ashtead Peace Memorial Hall consists of a large main hall with stage and adjacent servery, two smaller meeting rooms, a very well appointed professional standard kitchen, licensed bar area, two male and female toilets and one disabled toilet and 6 storage areas/cupboards, an external playschool area and a caretaker's flat. The hall is well appointed and managed.</p>	<p>MVDC £5,300 SCC £5,300</p>	<p>To replace existing front doors to allow disabled access and to build a porch at the front of the building that is in keeping with the style of the building</p>	<p>£23,000</p>	<p>Secured:</p> <p>Funding from the Friends of Ashtead Peace Memorial Hall</p> <p>Hire of premises and hall fundraising</p> <p>Total Secured</p> <p>Requested:</p> <p>Thomas Flack Trust Fund</p> <p>Total Requested from other sources</p> <p>Total Funding</p> <p><i>Shortfall</i></p> <p>Total Project Cost</p>	<p>£2,000</p> <p>£8,000</p> <hr/> <p>£10,000</p> <p>£5,000</p> <hr/> <p>£15,000</p> <p>£8,000</p> <hr/> <p>£23,000</p>	<p>Jan 2016</p>	<p>2013/14 £5,000 SCBG</p> <p>2012/13 £15,000 MVDC</p> <p>2010/11 £20,000 SCBG</p>	<p>MVDC £5,300 (SCC £5,300)</p>

Organisation	Amount Requested	Purpose of grant request	Total project cost	Other Funding			Previous Funding	Amount Recommended
				Funding Type	Amount £	Decision Date		
<p>2. Faurefold - Westcott (Girlguiding Surrey East)</p> <p>Set in 11 acres of woodland in Westcott, Faurefold is a retreat used by Girlguiding and various youth organisations including the Scouts and Duke of Edinburgh groups. The building has a large dormitory sleeping 24 in bunk beds, a separate Leaders' bedroom sleeping 4, and a Young Leaders/Pack Leaders' room sleeping 2. There is a large main room, a separate kitchen and a bathroom with a shower.</p>	<p>MVDC £25,000 SCC £25,000</p>	<p>To provide a replacement of the existing building that is beyond economic repair. The current building is in a poor state and is not fit for purpose by modern standards. In addition, it is not accessible for disabled users.</p> <p>The new building will:</p> <p>1) cater for both boys and girls</p> <p>2) be available to disabled young people as it will include access, bathroom and sleeping facilities for disabled users</p> <p>3) be available to local organisations and groups of young people such as community youth groups, local schools, scouting and Duke of Edinburgh coordinators</p>	<p>£487,000</p>	<p>Secured:</p> <p>Funding from Hall</p> <p>Dorking Guide Trust</p> <p>Smith Charity</p> <p>Gatwick Community Trust</p> <p>Reigate and Banstead Council</p> <p>John Cowan Foundation</p> <p>Peter Harrison Foundation</p> <p>Horley Lions</p> <p>Atkins</p> <p>Menzies</p> <p>Surrey Mirror Heart of the Community</p> <p>Waitrose</p> <p>Girlguiding Interest Free Loan</p> <p>Total Secured</p>	<p>£77,000</p> <p>£45,000</p> <p>£5,000</p> <p>£2,000</p> <p>£31,699</p> <p>£500</p> <p>£25,000</p> <p>£500</p> <p>£1,000</p> <p>£1,000</p> <p>£2,500</p> <p>£250</p> <p>20,000</p> <p>£211,449</p>		<p>None</p>	<p>MVDC £25,000 (SCC £25,000)</p>

<i>Organisation</i>	<i>Amount Requested</i>	<i>Purpose of grant request</i>	<i>Total project cost</i>	<i>Other Funding</i>			<i>Previous Funding</i>	<i>Amount Recommended</i>
				<i>Funding Type</i>	<i>Amount £</i>	<i>Decision Date</i>		
				Requested:				
				London Marathon (re-application)	£100,000	Jan 2016		
				Girlguiding LaSER	£5,000			
				Funding requests to 10 different trusts	Unknown			
				Total Requested from other sources	£105,000			
				Total Funding	£316,449			
				<i>Shortfall</i>	<i>£170,551</i>			
				Total Project Cost	£487,000			