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20 February 2020

To: Chairman – Councillor Jose Hales
Vice-Chairman – Councillor Clare Delderfield
All Members of the Grants Advisory Committee - Councillors Dr. Claire Daunton,
Sue Ellington and Peter McDonald

Quorum: 3

Substitutes: Councillors Bunty Waters, Tom Bygott, Dr. Shrobona Bhattacharya, Mark Howell,
Heather Williams, Bill Handley, Dr. Martin Cahn and Sarah Cheung Johnson

Dear Councillor

You are invited to attend the next meeting of **GRANTS ADVISORY COMMITTEE**, which will be held in the **MONKFIELD ROOM, FIRST FLOOR** at South Cambridgeshire Hall on **FRIDAY, 28 FEBRUARY 2020 at 10.00 a.m.**

Members are respectfully reminded that when substituting on committees, subcommittees, and outside or joint bodies, Democratic Services must be advised of the substitution *in advance of* the meeting. It is not possible to accept a substitute once the meeting has started. Council Standing Order 4.3 refers.

Yours faithfully
Liz Watts
Chief Executive

The Council is committed to improving, for all members of the community, access to its agendas and minutes. We try to take all circumstances into account but, if you have any specific needs, please let us know, and we will do what we can to help you.

AGENDA		PAGES
1.	Apologies for Absence	
2.	Declarations of Interest	
3.	Minutes of Previous Meeting To authorise the Chairman to sign the Minutes of the meeting held on 31 January 2020 as a correct record.	1 - 4
4.	Grant Review - Ryan Coetsee	5 - 8
5.	Community Chest: Funding Applications	9 - 20
6.	Mobile Warden Scheme - Ellen Bridges	21 - 28

7. **Idox (Grant Grabber) - Ellen Bridges**

29 - 32

8. **Date of next meeting**

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GUIDANCE NOTES FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL

Notes to help those people visiting the South Cambridgeshire District Council offices

While we try to make sure that you stay safe when visiting South Cambridgeshire Hall, you also have a responsibility for your own safety, and that of others.

Security

When attending meetings in non-public areas of the Council offices you must report to Reception, sign in, and at all times wear the Visitor badge issued. Before leaving the building, please sign out and return the Visitor badge to Reception.

Public seating in meeting rooms is limited. For further details contact Democratic Services on 03450 450 500 or e-mail democratic.services@scambs.gov.uk

Emergency and Evacuation

In the event of a fire, a continuous alarm will sound. Leave the building using the nearest escape route; from the Council Chamber or Mezzanine viewing gallery this would be via the staircase just outside the door. Go to the assembly point at the far side of the staff car park opposite the staff entrance

- **Do not** use the lifts to leave the building. If you are unable to use stairs by yourself, the emergency staircase landings have fire refuge areas, which give protection for a minimum of 1.5 hours. Press the alarm button and wait for help from Council fire wardens or the fire brigade.
- **Do not** re-enter the building until the officer in charge or the fire brigade confirms that it is safe to do so.

First Aid

If you feel unwell or need first aid, please alert a member of staff.

Access for People with Disabilities

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Toilets

Public toilets are available on each floor of the building next to the lifts.

Recording of Business and Use of Mobile Phones

We are open and transparent about how we make decisions. We allow recording, filming and photography at Council, Cabinet and other meetings, which members of the public can attend, so long as proceedings at the meeting are not disrupted. We also allow the use of social media during meetings to bring Council issues to the attention of a wider audience. To minimise disturbance to others attending the meeting, please switch your phone or other mobile device to silent / vibrate mode.

Banners, Placards and similar items

You are not allowed to bring into, or display at, any public meeting any banner, placard, poster or other similar item. Failure to do so, will result in the Chairman suspending the meeting until such items are removed.

Disturbance by Public

If a member of the public interrupts proceedings at a meeting, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will order their removal from the meeting room. If there is a general disturbance in any part of the meeting room open to the public, the Chairman may call for that part to be cleared. The meeting will be suspended until order has been restored.

Smoking

Since 1 July 2008, South Cambridgeshire District Council has operated a Smoke Free Policy. No one is allowed to smoke at any time within the Council offices, or in the car park or other grounds forming part of those offices.

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Vending machines and a water dispenser are available on the ground floor near the lifts at the front of the building. You are not allowed to bring food or drink into the meeting room.

EXCLUSION OF PRESS AND PUBLIC

The law allows Councils to consider a limited range of issues in private session without members of the Press and public being present. Typically, such issues relate to personal details, financial and business affairs, legal privilege and so on. In every case, the public interest in excluding the Press and Public from the meeting room must outweigh the public interest in having the information disclosed to them. The following statement will be proposed, seconded and voted upon.

"I propose that the Press and public be excluded from the meeting during the consideration of the following item number(s) in accordance with Section 100(A) (4) of the Local Government Act 1972 on the grounds that, if present, there would be disclosure to them of exempt information as defined in paragraph(s) of Part 1 of Schedule 12A of the Act."

If exempt (confidential) information has been provided as part of the agenda, the Press and public will not be able to view it. There will be an explanation on the website however as to why the information is exempt.

Notes

- (1) Some development control matters in this Agenda where the periods of consultation and representation may not have quite expired are reported to Committee to save time in the decision making process. Decisions on these applications will only be made at the end of the consultation periods after taking into account all material representations made within the full consultation period. The final decisions may be delegated to the Corporate Manager (Planning and Sustainable Communities).
- (2) The Council considers every planning application on its merits and in the context of national, regional and local planning policy. As part of the Council's customer service standards, Councillors and officers aim to put customers first, deliver outstanding service and provide easy access to services and information. At all times, we will treat customers with respect and will be polite, patient and honest. The Council is also committed to treat everyone fairly and justly, and to promote equality. This applies to all residents and customers, planning applicants and those people against whom the Council is taking, or proposing to take, planning enforcement action. More details can be found on the Council's website under 'Council and Democracy'.

Agenda Item 3

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of a meeting of the Grants Advisory Committee held on
Friday, 31 January 2020 at 10.00 a.m.

PRESENT: Councillor Jose Hales – Chairman

Councillors: Dr. Claire Daunton Sue Ellington

Officers in attendance for all or part of the meeting:

Ellen Bridges (Project Officer)
Kathryn Hawkes (Programme Manager)
Lesley McFarlane (Development Officer)
Aaron Clarke (Democratic Services Officer)

1. APOLOGIES FOR ABSENCE

Councillors Clare Delderfield and Peter McDonald sent Apologies for Absence.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF PREVIOUS MEETING

The Grants Advisory Committee authorised the Chairman to sign, as a correct record, the minutes of the meetings held on both 16 December 2019 and 20 December 2019.

4. COMMUNITY CHEST: FUNDING APPLICATIONS

	Applicant	Village(s) affected	Description	Total applied for (£)	Total recommended (£)	Additional conditions/ comments
1	Elsworth Pre School	Elsworth and nearby villages	To replace a fridge with one that is more energy efficient	317.00	317.00	
2	Parkrun UK	Cambourne and surrounding villages	To set-up a Cambourne Junior Parkrun	1000.00	725.00	Grants Advisory Committee are not prepared to increase their grant to £1000.00.
3	Gamlingay Community Centre	Gamlingay	To purchase a newer second-hand bowls carpet and winder	780.79	780.79	

4	Fowlmere Fundraisers	Fowlmere and surrounding villages	Set-up costs to hold village events including a pantomime in the local village	1000.00	1000.00	
5	Cambridge Past, Present and Future	Wandlebury	To purchase plants and pond dipping equipment for the Wandlebury Pond project	996.00	996.00	
6	Abington Allotment and Leisure Gardeners' Association	Great Abington and Little Abington	To purchase a petrol-engine shredder	899.00	899.00	
7	Fowlmere Recreation Ground and Village Hall	Fowlmere and the surrounding villages	To re-level and re-gravel the village hall car park as part of an overall project to improve the car park and changing rooms	1000.00	1000.00	

5. MOBILE WARDEN SCHEMES - LESLEY MCFARLANE

The Grants Advisory Committee had an extensive discussion surrounding the three separate options for the distribution of the £200k budget with regard to the Mobile Warden Schemes.

Councillor Claire Daunton identified an issue of putting too much burden on some Parish Councils to run such schemes, particularly those that may not be as well resourced.

Councillor Daunton also highlighted that the Council needed to be confident that the schemes were being well managed across the district, particularly since the Council's name would be attached to the project.

The Group **agreed** to recommend option 3.

It was **agreed** that a forecast would be brought back to the Grants Committee in January 2021, to identify how much the Council may need to contribute to help sustain the mobile warden schemes that had been set-up.

It was **agreed** to recommend to the Lead Member for Finance that £140k for to be assigned for procured projects and £60k to be assigned for an individual grant fund.

It was **agreed** that Aaron Clarke would distribute a doodle poll to identify an appropriate day for Members of the Committee to attend the Grants committee that was not a Friday.

6. DATE OF NEXT MEETING

The Grants Advisory Committee noted that its next meeting would be on 28 February 2020, starting at 10:00am.

The Meeting ended at 12.00 p.m.

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Agenda Item 4



**South
Cambridgeshire**
District Council

REPORT TO: Grants Advisory Committee 28 February 2020

LEAD CABINET MEMBER: Cllr John Williams – Lead Cabinet Member for Finance

LEAD OFFICER: Kathryn Hawkes – Programme Manager

Grant Review

Executive Summary

1. To review options for the re-purposing of two previously identified grant schemes in line with business priorities, namely – Children and Young People's Area Partnership and Elite Athlete Award Scheme.

Key Decision

2. No

Recommendations

3. It is recommended that Grants Advisory Committee (GAC) notes the content of this report on each reviewed grant scheme and recommends to the Lead Cabinet Member for Finance that:
 - (a) The funding previously made available for the Elite Athlete Awards Scheme (EAAS) for 2020/21, and beyond, be added to the fund for existing mobile warden schemes.
 - (b) The funding previously made available for the Children and Young People's Area Partnership (CYPAP) for 2019/20 be added to the pot for existing mobile warden schemes.

Reasons for Recommendations

4. The two schemes identified in paragraph 3 above have been identified for review as follows:
 - (a) EAAS – this scheme has already been discontinued for the purpose of review and now needs a decision on its future use.
 - (b) CYPAP - this committee of countywide partners was disbanded/discontinued with no allowance made in the budget from 2020/21 and beyond.

Details

Elite Athlete Award Scheme

5. There is a budget of £10 000 allocated to the discontinued EAAS. On 3 April 2019, Cabinet approved the discontinuation of the EAAS. It was also decided that this funding was to remain grant funding and be used in line with Council priorities to be advised by GAC.
6. On 27 September 2019 the decision was taken to amalgamate the EAAS funding for 2018/19, which was unused, and 2019/20 into the Community Chest Grant for the financial year 2019/20 with a decision yet to be made on the permanent allocation of this grant going forward.

Children and Young Peoples Area Partnership

7. SCDC has been making contributions to the CYPAP of £10,000 per year. The County Council started a review of this partnership in 2016/17 which led to the partnership being discontinued leaving a total of £40,000 in reserve.
8. £30,000 of this funding was subsequently approved, by the former Director of Health and Environmental Services, for use to meet a SCDC S106 liability for floodlights on the MUGA at Northstowe.
9. The remaining £10,000 from the CYPAP is currently still unallocated for 2019/20 and no further contributions have been included in the budget beyond 2020/21.

Options

1. Permanently combine the EAAS budget of £10,000 pa and CYPAP, a one-off amount of £10,000, into the mobile warden scheme with effect from April 2020/21.
2. Combined the total mentioned in paragraph 2 into a “holding-pot” for future allocation as advised by GAC.
3. Allocate funding to another existing grant scheme as advised by GAC.

Implications

10. In the writing of this report, taking into account financial, legal, staffing, risk, equality and diversity, climate change, and any other key issues, the following implications have been considered:-
11. There are no significant implications.

Alignment with Council Priority Areas

A modern and caring Council

12. Within the business plan we have pledged to “support and celebrate South Cambridgeshire communities” by “providing grants to community and voluntary groups to help them carry out projects to benefit local people”. This review aims to increase the amount of grant funding available to local people and thereby enable them to deliver more projects within their communities.

Background Papers

Cabinet, 3 April 2019

<https://scambs.moderngov.co.uk/ieListDocuments.aspx?CId=293&MId=7366&Ver=4>

Grants Advisory Committee, 27 September 2019

<https://scambs.moderngov.co.uk/ieListDocuments.aspx?CId=1096&MId=7582&Ver=4>

Report Author:

Ryan Coetsee – Development Officer – Sustainable Communities and Wellbeing
Telephone: (01954) 713 461

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Agenda Item 5



**South
Cambridgeshire
District Council**

REPORT TO: Grants Advisory Committee 28 February 2020

LEAD CABINET MEMBER: Councillor John Williams Lead Cabinet Member for Finance

LEAD OFFICER: Kathryn Hawkes

Community Chest Grant: Funding Applications

Executive Summary

1. To consider new applications received between 1 January and 31 January to the Community Chest funding scheme during 2019/20.
2. No

Recommendations

3. It is recommended that the Grants Advisory Committee considers all applications for funding that are set out in Appendix A to this report and makes a recommendation to the Lead Cabinet Member regarding the level of funding (£0 - £1,000) to be awarded for each or defer a decision, if further information is required, or reject an application if it doesn't comply with the grants' criteria.

Reasons for Recommendations

4. The Grants Advisory Committee's role is to consider and make recommendations to the Lead Cabinet Member responsible for grants, or Cabinet as appropriate, including, but not limited to:
 - a) Review of the Council's grants schemes to ensure they reflect Council priorities.
 - b) Design of any new or revised grants schemes, including consideration of criteria and guidance applicable in respect of each scheme.
 - c) Consideration of applications made under the Council's grants schemes.

Details

5. The Community Chest is grant funding available to voluntary and community sector groups, charities and public sector bodies wishing to further improve quality of life in

South Cambridgeshire. Applicants may apply for up to £1,000 and the community activity or project must deliver one or more of the following:

- Improvements to community buildings and spaces (i.e. village halls / pavilions / play areas etc)
- Repairs to historic buildings / monuments / memorials
- Equipment / capital purchase
- Materials
- Start-up costs (may include training of staff / volunteers, hall hire and other revenue costs).

6. Guidance notes and eligibility criteria can be found at Appendix B.
7. Total amount of funding made available for 2019/20 is £58,140.00.
8. On 27 September 2019, Grants Advisory Committee recommended to the Lead Cabinet Member for finance that £20,000.00, for 2018/19 and 2019/20 from the discontinued Elite Athlete Award Scheme, be allocated to the Community Chest Grant. This decision was taken by the Lead Cabinet Member for Finance on 3 October bringing the total pot up to £78,140.00.
9. Cambridge City Brass Band, who were successful in receiving £1,000 in 2018/19, were not able to spend their funding allocation and returned a cheque on 04/10/2019 bringing the total pot up to £79,140.00.
10. 1st Bourn Scout Group who were successful in 2018/19 had to seek planning permission prior to receiving the grant so they were not funded £1,000 until 11/12/2019.
11. Sawston Bowls Club, who were successful in receiving £499.00 in December 2019 for bowls collectors were only able to purchase 8 bowls collectors, rather than 6, due to space available. The club returned £152.00 on 03/02/2020 bringing the total pot up to £79,292.00.
12. There are 12 new applications to consider at this meeting totalling £10,860.95. The amount of funding remaining for allocation is £39,453.08. A summary of the applications can be found at Appendix A (copies of the applications forms are available from the Sustainable Communities and Partnerships Team upon request).

Options

13. The Grants Advisory Committee may consider all applications for funding that are set out in Appendix A of this report and recommend to the Lead Cabinet Member to:
14.
 - a. award the amount of funding requested,
 - b. award an alternative amount of funding, including zero funding,
 - c. defer a decision, if further information is required from grant applicants, or
 - d. reject an application stating the reason for this.

Implications

15. There are no significant implications

Risks/Opportunities

16. Applicants are required to provide supporting documents including copies of their constitution, financial accounts and quotes where applicable. Applicants must agree to the grant conditions before funds are released.

Consultation responses

17. Local members have been consulted on applications that directly affect their local area.

Effect on Council Priority Areas

18. The corporate aims are referenced in the criteria and guidance notes for the Community Chest.

Background Papers

Grants Advisory Committee, 27 November 2018

<https://scams.moderngov.co.uk/ieListDocuments.aspx?CId=1096&MId=7433&Ver=4>

Appendices

Appendix A: Applications Summary

Appendix B: Guidance notes for Community Chest 19/20

Report Author:

Robyn Kerrigan – Project Officer

Telephone: (01954) 713 254

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Applications Summary

COMMUNITY CHEST GRANT APPLICATIONS RECEIVED: 1 JANUARY TO 31 JANUARY 2019/20

	Name of applicant	Type of organisation	CCVS Registered	Village(s) affected	Project description	Type of project	Total cost of project (£)	Total applied for (£)	Land owned by PC	Status of documentation
1	Meadow Primary School Parent Teacher Association	Primary School	No	Balsham	Redeveloping Forest school area	Improvements to community buildings and spaces	1,473.00	975.00	N/A	COMPLETE
2	The Kite Trust	The Kite Trust – LGBTQ+ Youth Group	Yes	All in South Cambs	To support costs of running the group	Support costs for materials and activities	74,090.00	1,000.00	N/A	PENDING
3	Coton Football Club	Local football club	No	Coton and surrounding villages	To replace an old storage shed with metal containers	Improvements to community buildings and spaces	4,500.00	1,000.00	N/A	PENDING

4	Friends of Histon and Impington Community	Charity	Yes	Histon & Impington and neighbouring villages	To set up a Sporting Memories Group	Start-up costs	1,600.00	600.00	N/A	COMPLETE
5	The Cogwheel Trust	Charity	Yes	Surrounding villages	To buy new chairs for counselling rooms	Equipment/ Capital purchase	4,584.00	1,000.00	N/A	PENDING
6	Bourn Sports Club	Charity (sports club)	Yes	Bourn and neighbouring villages	Extending the life of the courts and reducing future capital expenditure	Improvements to community buildings and spaces	5,040.00	1,000.00	Pending	COMPLETE
7	Abington United Football Club	Amateur Football Club	Yes	Great Abington, Little Abington and Hildersham	New goal posts as old set were deemed dangerous	Equipment/ Capital purchase	2,224.95	1,000.00	N/A	COMPLETE
8	Ickleton Village Hall	Charity (village hall)	No	Ickleton, Hinxton, Great Chesterford, Saffron Walden, Elmdon, Duxford, Whittlesford,	Refurbishment of Village Hall kitchen	Equipment/ Capital purchase	1,282.94	1,000.00	Pending	PENDING

				Sawston						
9	Pinpoint	Charity		All in South Cambs	Setting up Tii hubs and training volunteers	Start-up costs	996.00	996.00	N/A	COMPLETE
10	Over Sports Football Club	Amateur Football Club		Over	Verti draining for the pitch	Equipment/ Capital Purchase	300.00	300.00	Pending	PENDING
11	The Pink Festival Group	Charity	No	South Cambs	To Launch Cambridge Pride 2020	Start-up costs	1,000.00	1,000.00	No	PENDING
12	West Cambridgeshire Christian Youth Ministries	Charity	No	Cambourne, Comberton and surrounding villages	Pastoral Support Work	Equipment/ Capital Purchase	1,916.35	989.95	N/A	PENDING

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Guidance notes for Community Chest 19/20

What is the Community Chest?

The Community Chest is grant funding available to voluntary and community sector groups, charities and public sector bodies wishing to further improve quality of life in South Cambridgeshire.

Who can apply?

Applicants must:

- Either be a non-profit group OR organisation based in South Cambridgeshire or benefiting South Cambridgeshire residents, OR be a public sector body with a demonstrable community focus (individuals and businesses are not eligible)
- Be a Parish Council or Parish Meeting with fewer than 160 registered electors*
- Have a written constitution or mission statement
- Have an elected committee or representative steering group
- Be able to provide an up to date copy of their accounts and any relevant protection policies

If you have questions about these criteria, please contact us using the details below.

If your organisation does not have a written constitution, mission statement and/or relevant protection policies please contact Cambridge Council for Voluntary Service for advice in meeting these requirements. Please call 01223 464696 or email enquiries@cambridgecvcs.org.uk

*Please note: The Committee reserves the right to supersede this clause should the PC or PM show good cause, for example:

- a) The PC or PM have multiple settlements and the application pertains to any one of these which satisfies the 160 elector threshold or
- b) Registered electors are within 10% of the threshold.

What must the project deliver?

The community activity or project must:

- Help us deliver one or more of the following aims:
 - Promote healthy and active communities
 - Enable inclusive communities
 - Develop skills
 - Enhance the natural environment
- Meet local need and leave a legacy for the community
- Ensure equality of access

What can be funded?

The community activity or project should be one of the following:

- Improvements to community buildings and spaces (i.e. village halls/pavilions/play areas etc)

- Repairs to Historic Buildings/Monuments/Memorials
- Equipment/Capital Purchase
- Materials
- 'Start-up' costs (may include training of staff/volunteers, hall hire and other revenue costs)

What cannot be funded?

- On-going revenue costs or overheads (e.g. salaries, rent, advertising, promotional materials)
- Projects that replace funding by other public sector bodies, including parish councils (e.g. youth services, highways)
- Costs associated with preparing/printing Parish Plans
- Costs associated with Neighbourhood Watch schemes
- Costs associated with Community Speedwatch schemes or other traffic initiatives
- Costs associated with purchasing defibrillators
- Items that would only benefit 'individuals' and not the group (e.g. sports kits)
- Projects that have previously received Community Chest funding in the same financial year

How much can be applied for?

The maximum award is £1,000 in any single financial year (April-March) and can be for 100% of the project's costs unless the initiative is on parish council land, in which case a 50% contribution from the parish council is expected.

If there is high demand for funding it may mean that the Council is only able to make a contribution to your project. The Council reserves the right to prioritise based on funding available, size of electorate, parish precept, indices of deprivation, number and type of applications received at any given time, priorities for the financial year and value for money. Eligibility does not guarantee grant funding.

When can groups apply?

The Community Chest opens in April and October each year, with 50% of the annual budget released at each point. Groups can apply at any time during the financial year until the funding is fully allocated for that period.

What supporting documentation is required?

- A copy of your organisation's constitution or mission statement
- A copy of your latest accounts (audited if available)
- A quote for the community activity or project

In addition, the following will be required if relevant to the project:

- Appropriate protection policies: children, young people, vulnerable adults
- Public Rights of Way consent from landowner
- Any other relevant material that would support your application

How will the grant be paid?

If successful, the applicant will receive the grant payment once we have received acknowledgement of the grant offer and acceptance of the terms and conditions.

What are the conditions of funding?

Groups that are awarded a grant will be expected to comply with the following conditions as a minimum:

- Funding must only be used for the agreed purpose and spent within 12-months of the award being made (unless otherwise agreed in writing)
- Any publicity must acknowledge the award provided
- Unused grant must be returned to South Cambridgeshire District Council
- An end of project evaluation must be submitted to South Cambridgeshire District Council within 3-months of project completion. Details about this are available on the SCDC website

Any award will not be means tested but applicants will be expected to have sought other means of local funding, especially from the parish council who may have funds available through planning developments (S106) or through its precept (S137).

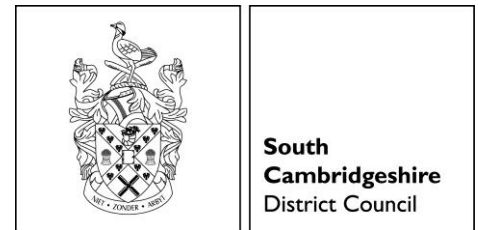
For further information please go to:

<https://www.scambs.gov.uk/communitychest>

Contact Details: duty.communities@scambs.gov.uk , 01954 713070

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Agenda Item 6



REPORT TO: Grants Advisory Committee 28 February 2020

LEAD CABINET MEMBER: Councillor John Williams Lead Cabinet Member for Finance

LEAD OFFICER: Kathryn Hawkes, Programme Manager

Mobile Warden Scheme Grant Funding 2020/2021

Executive Summary

1. The purpose of this paper is to agree the level of grant funding to be awarded to local Mobile and Community Warden Schemes, subject to budget approval, as part of the Council's scheme of grants to the voluntary sector for 2020/21.

Recommendations

2. It is recommended that Grants Advisory Committee recommends to the Lead Cabinet Member to agree to fund, subject to Council approval of the budget, local Mobile and Community Warden Schemes to the following amounts in 2020/21:

Scheme	Grant to keep in line with budget (£)	Grant with a 2% inflationary increase from last year (unless they have asked for less/the same as last year) (£)	Recommended Grant (£)
Age UK Cambridgeshire & Peterborough x 7 schemes	£10,970	£12,200	£14,800
Cottenham	£1,650	£1,800	£1,800
Great Shelford	£900	£1,020	£1,500
Harston	£1,150	£1,250	£1,250
Haslingfield	£250	£255	£500
Melbourn	£2,000	£2,250	£2,500

Milton	£2,000	£2,200	£2,500
The Mordens & Litlington MWS	£2,000	£2,200	£2,500
TOTALS	£20,920	£23,175	£27,350

Reasons for Recommendations

3. The Grants Advisory Committee's role is to consider and make recommendations to the Lead Cabinet Member responsible for grants, or Cabinet as appropriate, including, but not limited to:
 - a) Review of the Council's grants schemes to ensure they reflect Council priorities.
 - b) Design of any new or revised grants schemes, including consideration of criteria and guidance applicable in respect of each scheme.
 - c) Consideration of applications made under the Council's grants schemes.
4. The recommended grant levels for 2020/21 take into account:
 - (a) The amount of grant funding requested.
 - (b) The fees charged to the client.
 - (c) The number of clients supported in the previous year.
 - (d) Income and expenditure for the previous year.
 - (e) The scheme's finances.
 - (f) Amounts of reserved and unreserved funding.
5. The recommended grant levels for 2020/21 also demonstrates the Council's commitment to existing Mobile Warden Schemes as well as new ones.

Details

6. Mobile and Community Warden Schemes (sometimes called Community Care Schemes) exist in South Cambridgeshire to support older people to live independently in their homes and in the community they know, and which knows them.
7. The warden schemes are complementary to statutory care services and do not duplicate or replace the medical or social care services that individuals may also require. They can help to combat loneliness and social isolation and can provide significant benefits to clients at relatively low cost. They are seen by clients and their families as a vital community-based service.
8. South Cambridgeshire District Council has been providing grant funding to Mobile and Community Warden Schemes for many years.

9. The grant funding scheme criteria will be reviewed by Grants Advisory Committee as part of the move to 3-year funding for MWS which will commence in 2021.
10. Applications were welcomed from South Cambridgeshire Mobile and Community Warden Schemes from 29 November 2019 to 24 January 2020. The scheme was advertised on the Council's website, via press release, on social media, via the parish e-bulletin, via local voluntary organisations and direct to all applicants from the previous two years.
11. Applications were received from all of the applicants that applied in the previous year. A summary of the applications can be found at Appendix A (copies of the application forms are available from the Sustainable Communities and Wellbeing Team upon request).
12. The recommended levels of grant funding for 2020/2021 take the following into account:
 - (a) The amount of grant funding requested.
 - (b) The fees charged to the client.
 - (c) The number of clients supported in the previous year.
 - (d) Income and expenditure for the previous year.
 - (e) The scheme's finances.
 - (f) Amounts of reserved and unreserved funding.
13. The recommended grant levels for 2020/21 also demonstrates the Council's commitment to existing Mobile Warden Schemes as well as new ones.
14. The total amount of funding for allocation for 2020/2021 is £20,920 subject to Council approving the budget.
15. Total amount of funding applied for by all Mobile Warden Schemes 2020/2021 was £27,350.
16. It is suggested that all schemes should be encouraged to charge at least £6.50 per week minimum for their services, in line with average charge across current schemes. This will help with the ongoing sustainability of the schemes.

Options

17. The Grants Advisory Committee may consider all applications for funding that are set out in Appendix A of this report and recommend to the Lead Cabinet Member to:
 - (a) agree to fund, subject to Council approval of the budget, local Mobile and Community Warden Schemes to the amounts set out in paragraph 2, column 2 which keeps awards in line with the initial proposed budget; or

- (b) agree to fund, subject to Council approval of the budget, local Mobile and Community Warden Schemes to the amounts recommended in paragraph 2, column 3, which keeps awards in line with a 2% inflationary uplift or
- (c) agree to fund, subject to Council approval of the budget, local Mobile and Community Warden Schemes to the amounts recommended in paragraph 2, column 4 which provides groups with the full amount they have requested; or
- (d) award an alternative amount of funding to each scheme, including zero funding, up to the amount of funding available (subject to Council approval of the budget), or
- (e) defer a decision if further information is required.

Implications

18. In the writing of this report, taking into account financial, legal, staffing, risk management, equality and diversity, climate change, community safety and any other key issues, the following implications have been considered:

Financial

19. This Lead Cabinet Member's decision will be made subject to Council's approval of the budget. Should the amount of funding available for 2020/21 be amended it may be necessary for the Lead Cabinet Member to reconsider the amount of funding allocated to schemes.

Risks/Opportunities

20. Applicants are required to provide supporting documents including copies of their constitution, financial accounts and quotes where applicable. Applicants must agree to the grant conditions before fund are released.

Consultation responses

21. A small panel of officers met to discuss the applications and agree the levels of funding to recommend to the Lead Cabinet Member. The officers were: Kathryn Hawkes (Programme Manager), Lesley McFarlane (Development Officer – Health Specialist) and Ellen Bridges (Project Officer).

Effect on Council Priority Areas

22. The Mobile Warden Scheme grants help support South Cambridgeshire communities through providing grants to community and voluntary sector groups to help them carry out projects to benefit local people. The older population is set to rise over the period 2017-2035 by 49% and over the same period the over 90's is predicted to increase by 137% (CCCRG 2019). Isolation and loneliness are more prevalent in people who are aged 65+, living alone and/or have a chronic health condition (Age UK). Academic

research is clear that preventing and alleviating loneliness is vital to enabling older people to remain independent for as long as possible (Holt-Lunstad, 2015).

Appendices

Appendix A: Applications Summary

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MOBILE WARDEN SCHEME GRANT APPLICATIONS FOR 2020/21

Scheme	Max. no. of people benefitting during the last year	No. of organisations and/or individuals benefited from these activities last year	Equivalent weekly charge (£)		Total requested 2020/21 (£)	Grant 2019/20 (£)	Grant to keep in line with budget (£)	Grant with a 2% inflationary increase from last year (unless they have asked for less/the same than last year) (£)	Recommended Grant (£)
Page 27 Age UK Cambs x 7 schemes	123	123	£7/week	Histon & Impington	£2,500	£2,520	£2,270	£2,500	£2,500
				Swavesey	£1,000	£1,240	£900	£1,000	£1,000
				Small villages ¹	£3,000	£3,040	£2,700	£3,000	£3,000
				Teversham	£800	£1,600	£750	£800	£800
				Waterbeach	£2,000	£1,300	£1,200	£1,330	£2,000
				Linton	£3,500	£2,500	£2,250	£2,550	£3,500
				Stapleford	£2,000	£1,000	£900	£1,020	£2,000
				TOTAL	£14,800	£13,200	£10,970	£12,200	£14,800
Cottenham	17 full members and 7 associates	24 individuals plus their families	£5.50/week		£1,800	£1,800	£1,650	£1,800	£1,800
Great Shelford	39	23 full members and 16 associates	£6.25/week		£1,500	£1,000	£900	£1,020	£1,500

¹ Small villages = Balsham, Western Colville, West Wrating, Horseheath, West Wickham, Castle Camps and Shudy Camps

APPENDIX A

			£6 week (single) £7/week (couple)						
Harston	15	20 minimum			£1,250	£1,250	£1,150	£1,250	£1,250
Haslingfield	19	22	£12.50/week		£500.00	£250.00	£250	£255	£500.00
Melbourn	54 clients	54 clients (plus client family members and 200 members of the community taking part in events co-organised by the scheme)	£7.50/week (single) or £8.50/week (couple)		£2,500	£2,200	£2,000	£2,250	£2,500
Milton	20	26	£6/week		£2,500	£2,155	£2,000	£2,200	£2,500
The Mordens & Litlington MWS	22	29	£7/week		£2,500	£2,155	£2,000	£2,200	£2,500
TOTALS	316	337 plus clients' families			£27,350	£24,010	£20,920	£23,175	£27,350

Agenda Item 7



REPORT TO: Grants Advisory Committee 28 February 2020

LEAD CABINET MEMBER: Councillor John Williams Lead Cabinet Member for Finance

LEAD OFFICER: Kathryn Hawkes, Programme Manager

Idox Open4Community Renewal

Executive Summary

1. The purpose of this paper is to enable Grants Advisory Committee to review the Council's IDOX Open4Community contract renewal which is due to expire 31 May 2020.

Key Decision

2. No

Recommendations

3. It is recommended that the Grants Advisory Committee:
 - a. terminates the contract between SCDC and Idox for the provision of the GrantGrabber (Grantfinder) service; and
 - b. increases the Service Support Grant allocated to 'Support Cambridgeshire' by £4,000.00 for the provision of grantfinder services to the Voluntary and Community Sector (VCS) across South Cambridgeshire.

Reasons for Recommendations

4. South Cambridgeshire District Council currently has a contract with Idox which provides the GrantGrabber (Grantfinder) service. This tool is hosted on the Council's website and is invaluable in enabling the VCS across South Cambridgeshire to apply for additional external sources of funding and provide added value to projects and schemes across the district.
5. VCS organisations also have access to this service via the various websites of the Support Cambridgeshire Partnership; a group of VCS infrastructure organisations including Cambridge CVS, Cambs ACRE and Hunts Forum.
6. Given that groups and residents can access the service through the websites of the Support Cambridgeshire Partnership, it is felt that SCDC's offering is now a

duplication of the service. Resources could be streamlined, and a contribution made by this Council to that work instead of supporting a separate contract. Guidance from the Council's procurement team is that this Council should increase the grant funding it already gives to Cambridge CVS by £4,000 in order to contribute to the Support Cambridgeshire Partnership's collective costs for the Grantfinder contract.

7. This change would mean a cost saving to the Council and a return to a previous arrangement whereby the Council contributes to the cost of providing a grantfinding service for the VCS by the VCS.

Details

8. Open4Community is a software that is supplied by Idox which is available as a self-serve facility for any voluntary and community groups and Parish Councils wishing to search for funding opportunities for community projects.
9. The tool is available on the community pages of the SCDC website and is known as GrantGrabber. It enables users to search online for a wide range of funding sources and other information at any time of the day through the Council's website. Anyone who visits our website and finds GrantGrabber can access the service. You do not have to be a South Cambridgeshire resident to register.
10. Between October 2017 and September 2018 there were 419 fund views by 48 different viewers. Between October 2018 to September 2019 there were 797 fund views (a 90% year on year increase) by 73 different viewers (a 52% year on year increase).
11. Since November 2015 the total amount of funding voluntary groups have disclosed to have received via GrantGrabber is £183,372. Allocations include £10.7K for Hale Road Allotment and Gardening Association in Swavesey, and £45K for Cottenham Parish Council.
12. Although we have statistics on the number of fund views it is not so easy to establish whether or not the searches carried out have resulted in funding being secured. Groups do not have to disclose how much funding they have received. It is likely that groups have secured more than £183K through the GrantGrabber service.
13. In their annual report Hunts Forum, the named lead for the Idox contract with the Support Cambridgeshire Partnership, identify South Cambridgeshire as the most successful district with voluntary groups receiving £253,171 between September 2018 – August 2019. Hunts Forum are much more proactive in promoting the service than the Council, which is likely to explain why groups secure much more funding through their site than ours.

Options

14. The Grants Advisory Committee is asked to consider the following options:

Option 1

15. The Council could renew its current contract with Idox. The cost of this would be £6,630 (for a 1-year contract), £12,730 (2 years), £18,300 (3 years).

Option 2

16. The Council could increase its Service Support grant to Cambridge CVS by £4,000 and require CCVS to pass this grant on to Hunts Forum so that it can continue to direct South Cambridgeshire residents and groups to the service at a reduced cost.

Option 3

17. The Council could discontinue its contract with Idox and provide no alternative funding for the provision of this grant finding service for the VCS.

18. In the writing of this report, taking into account financial, legal, staffing, risk, equality and diversity, climate change, and any other key issues, the following implications have been considered: -

Financial

19. There are financial implications as detailed above of continuing or of changing the way this service is provided. Option 1 results in continued costs to the Council. Options 2 & 3 result in reduced costs to the Council.

Risks/Opportunities

20. The options above provide the Council with the opportunity to:

- a) reduce its expenditure in this regard; and
- b) ensure a continuation of the grantfinder service, which is supported and promoted by VCS infrastructure support organisations.

21. If Option 1 were the preferred option, given there are now other possible companies that have developed similar applications to Idox, the Council would need to obtain 3 quotes to comply with the Council's constitution.

22. The risk of changing the way the Council funds this service may lead to a negative impact on Idox's business model. Grants can sometimes be considered contracts if they are structured inappropriately which would trigger the Council having to undertake a procurement exercise. However, to avoid this situation when providing grants, SCDC officers do not detail how those grants are provided and instead the service delivery is determined by the grant recipient.

23. The Service Support funding agreement states “Both parties may jointly agree to omit any part of the service, or provide additional services or vary temporarily or permanently any part of the service but any such Agreement must be in writing and signed by both parties”. If we follow our grant process and do not structure the grant as if it were a contract it is felt that this is an acceptable way of ensuring continuity of the service and of reducing the cost to the public purse of supporting the VCS in this way.

Alignment with Council Priority Areas

A modern and caring Council

24. The recommendation at point 3 contributes to the above Priority Areas for the Council by ensuring a vibrant VCS and demonstrating the Council’s support for the sector.

Background Papers

None

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