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14 June 2022

To: Chairman – Councillor Jose Hales
Vice-Chairman – Councillor Daniel Lentell
All Members of the Grants Advisory Committee - Councillors
Sue Ellington, Bill Handley and Judith Rippeth

Quorum: 3

Substitutes: Councillors Heather Williams, Graham Cone, Mark Howell, Bunty Waters,
Dr. Shrobona Bhattacharya, Sunita Hansraj and Peter McDonald

Dear Councillor

You are invited to attend the next meeting of **Grants Advisory Committee**, which will be held in the **Council Chamber - South Cambs Hall** at South Cambridgeshire Hall on **Friday, 24 June 2022 at 2.00 p.m.** A weblink to enable members of the press and public to listen to the proceedings will be published on the page of the Council's website containing the online version of this agenda, normally, at least 24 hours before the meeting.

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 Chair to sign the Minutes of the meeting held on 29 April 2022 as a correct record.	1 - 4

4.	Community Chest: Funding Applications	5 - 34
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8.	Date of next meeting 29 July 2022 at 10:00am.	

GUIDANCE FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL

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'.

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Agenda Item 3

South Cambridgeshire District Council

Minutes of a meeting of the Grants Advisory Committee held on
Friday, 29 April 2022 at 2.00 p.m.

PRESENT: Councillor Jose Hales – Chair
Councillor Sue Ellington – Vice-Chair

Councillors: Bill Handley Peter McDonald
Dr. Claire Daunton

Officers in attendance for all or part of the meeting:
Emma Dyer (Development Officer (Community-Led Plans)) and Ian Senior
(Democratic Services)

Councillor John Williams (Lead Cabinet Member for Finance) was in attendance, by invitation.

Keira Mbye (Democratic Services Officer) was in attendance remotely.

1. Apologies for Absence

There were no apologies.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of Previous Meeting

The Committee authorised the Chair to sign, as a correct record, the minutes of the meeting held on 25 March 2022.

4. Community Chest: Funding Applications

The Committee considered new applications received between 8 March 2022 and 12 April 2022 for grant aid from the Community Chest Grant funding scheme.

With the Committee's agreement, the Chair said that he would invite Members to determine as a whole but with one exception those applications for funding to commemorate the Queen's Platinum Jubilee.

The Development Officer said that the total amount of funding available for Community Chest Grants 2022-23 was £61,768.83. This sum included £3,768.83 carried over from 2021-22. Were all the applications at the current meeting to be met in full then the sum granted would be £35,438.24. This was lower than the figure in the report because of a reduced sum being requested by Longstowe Parish Council following the receipt by them of a revised quote.

The Committee considered in turn applications from

- Swavesey Spartans Football Club
- Gamlingay Leisure
- Active with Parkinsons
- Friends of Barrington School
- Cambridge Open Art Exhibition (COAX)
- Melbourn Playgroup and Out of School Club
- Lolworth Parish Meeting
- Landbeach Village Hall
- Waterbeach Parish Council
- Longstowe Parish Council

as detailed in the report from the Development Officer.

Members made the following specific points:

- In respect of the application from Swavesey Spartens, Councillor Sue Ellington (the local Member) confirmed that the Parish Council was in support and that there should not be a problem in meeting the shortfall in funding.
- In respect of Gamlingay Leisure, Members queried whether the £7,454 was part of the £15,000 or in addition to it. However, given the evident importance of the community gym to Gamlingay, the Committee recommended a grant subject to the Development Officer receiving further details about the lease arrangements.
- Councillor Ellington said that she would welcome Cambridge Open Art Exhibition making an approach to Wysing Arts and including them in their activities.
- Referring to the application from Landbeach Village Hall, Members expressed concern about the type of heater being proposed given South Cambridgeshire District Council's 'green' ambitions. They expressed support for the application subject to the proposed heater being infra-red.
- In respect of the application from Waterbeach Parish Council, Councillor Dr. Claire Daunton prompted a discussion around the local demographic and maintenance issues. Members requested that the Development Officer obtain further information from the applicant and that the application be deferred until the Committee had considered that further information.

The Committee considered grant applications relating to the Queen's Platinum Jubilee as detailed in the report from the Development Officer. While such grants would be funded initially by the Community Chest, Councillor John Williams (Lead Cabinet Member for Finance) informed the Committee that his intention was to reimburse those monies in full from the £12.5 million profit made by selling the Vitrum building. It was noted that this would not be finalised until after the local elections to be held on 5 May 2022.

Subject to the above, the Committee **agreed** the following:

- Swavesey Spartans Football Club - To be funded at the requested amount of £2,000 pending further information.
- Gamlingay Leisure Centre - To be funded at the requested amount of £2,000 pending further information.
- Active with Parkinsons Cambridgeshire - To be funded at the requested amount of £1,000.
- Friends of Barrington school - To be funded at the requested amount of £2,000
- Cambridge Open Art Exhibition - To be funded at the requested amount of £1,128.49
- Melbourn Playgroup out of school club - To be funded at the requested amount of £2,000
- Lolworth Parish Meeting - To be funded at the requested amount of £1,716
- Landbeach Village Hall - To be funded at the requested amount of £569.95 pending further information.
- Waterbeach Parish Council – deferred pending further information.
- Longstowe Parish Council - To be funded at the requested amount of £1,129.08 pending further information.
- Jubilee grants to be paid in full subject, In respect of the application from Balsham Trinity church flower arrangers' group to the application being revised to cover a long-lasting item.

5. Date of Next Meeting

The Committee noted that its next meeting had been scheduled for Friday 24 June 2022, starting at 2.00pm.

The Meeting ended at 3.05 p.m.

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Report to:	Grants Advisory Committee	24 June 2022
Lead Cabinet Member:	Councillor John Williams Lead Cabinet Member for Finance	
Lead Officer:	Gareth Bell	

Community Chest Grant: Funding Applications

Executive Summary

1. To consider new applications received between 12 April 2022 and 7 June 2022 to the Community Chest Grant funding scheme.

Key Decision

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 for Finance regarding the level of funding (£0 - £2,000) to be awarded for each, or defers a decision, if further information is required, or rejects an application if it doesn't comply with the grant 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) Reviewing the Council's grants schemes to ensure they reflect Council priorities.
 - b) Designing any new or revised grants schemes, including consideration of criteria and guidance applicable in respect of each scheme.

c) Considering 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 £2,000 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)
 - Costs involved with the creation of a Community-Led Plan (not the resulting projects)
 - Enhance the natural environment / result in a sustainable increase in local biodiversity

In accordance with the criteria, Parish Councils of any size can apply for biodiversity grants through this fund if they are not already in receipt of a grant from the Council's Zero Carbon Communities grant fund for the current financial year.

Parish Councils are also eligible to apply if they are using funds to deliver community engagement for the creation of a Community-led Plan.

6. Guidance notes and full eligibility criteria can be found at Appendix B.
7. Total amount of funding made available for Community Chest Grants 2022/23 is **£61,768.83**

In addition, there is **£20,000**** ringfenced for 2022/23 for **Biodiversity Grants** and **£48,000** ringfenced (expiring in October 2023) for the creation of **Community-Led Plans**.

8. A summary of the applications can be found at Appendix A (copies of the applications forms are available from the Communities Team upon request).
9. The table below details the budget remaining at the time of this report within each subsection of the Community Chest, as well as the number of applications made, and the total amounts applied for.
10. Alternative existing and available communities funding has been used to cover all Jubilee related grants funded at the meeting of the Grants Advisory Committee on 29 April 2022. This figure of £21,894.72 has not been included in the below table as has no effect on the remaining budget.

Type (total fund for the period)	Date fund expires	Total budget at last month	Applications received this month	Total applied for this month	Remaining budget
Community Chest (61,768.83) *	31 March 2023	£48,225.31	12	£17,285	£30,940.31
Biodiversity (£20,000) **	31 March 2023	£20,000	3	£2,895.99	£17,104.01
Community-Led Plans (£48,000)	October 2023	£48,000	0	0	£48,000
Total	-	£116,225.31	15	£20,181	£96,044.32

* £58,000 plus remaining £3,768.83 from 2021/2022 financial year

** £10,000 plus remaining £10,000 from 2021/2022 financial year

Options

9. 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 for Finance to:
 - 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

10. There are no significant implications

Consultation responses

11. Wherever possible, local members have been consulted on applications that directly affect their local area.

Alignment with Council Priority Areas

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

Background Papers

Grants Advisory Committee Meetings

<https://scambs.moderngov.co.uk/ieListMeetings.aspx?CId=1096&Year=0>

Appendices

Appendix A: Applications Summary

Appendix B: Guidance notes for Community Chest

Report Author:

Emma Dyer –Development Officer

e-mail: emma.dyer@scambs.gov.uk

Telephone: (01954) 713344

Reference	GRQNCFGR	CCG
Name of Organisation	Bar Hill Cricket Club	
Organisation Type	Community group	
CCVS Registered	No	
Parish	Bar Hill	
Landowner	Parish Council	
Project Type	Equipment- flat sheet cricket covers	
Green option considered?	N/A	
Documentation Status	Safeguarding	Y
	Quote	Y
	Accounts	Y
	Mission Statement	Y
District Councillor Support	Yes- Cllr Bunty Waters	
Parish Council Support – does the PC support this project in principle	Yes- Cllr Bunty Waters	
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	The request to the Parish Council was too late to be included in their agenda at the formal meeting before the Community Chest deadline	
Officer Summary		
<p>Bar Hill Cricket Club began in 1985 and is open to people of all ages and abilities. Both adult and child practice training is provided with qualified coaches as well as league games in the Cambridgeshire Cricket Association. Current membership is 36 Adults and 15 under 18s</p> <p>The Club would like to provide a portable flat sheet protector for the cricket wicket on the village green. This will not only protect it from the wet weather, but more children’s coaching and adult/children cricket will be able to be played within the village which in turn will help support the health of the community.</p> <p>Total project costs are £342 and £300 is being requested from the Community chest:</p> <ul style="list-style-type: none"> • £315 for the sheet and pegs to secure the sheet • £27 delivery. <p>The Cricket Club have confirmed they can fund any shortfalls if they are successful.</p> <p>Cllr Bunty Waters: <i>As District Councillor, Bar Hill Ward, I am very pleased to support this application for a Flat Sheet Cricket Cover for the Bar Hill Cricket Club. It will offer protection from our inclement weather on a pitch which is and has been very carefully looked after for many years and deserves to have the continued care so that the area can continue to give benefits of Health, social interaction and many others. Importantly, it could encourage more young people wishing to join in playing Cricket if they see a well-cared-for pitch on their village green.</i></p>		

In a personal capacity of Parish Councillor I fully support this, knowing that the cricket pitch on the village green will continue to be kept in the very best condition and allow cricket matches to be enjoyed by so many residents.

Total Project Cost:	£343.28		£300
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Reference	LBRVXHZH		CCG
Name of Organisation	Coton Football Club		
Organisation Type	Community Group		
CCVS Registered	No		
Parish	Coton		
Land Owner	Parish Council		
Project Type	Equipment- Additional Storage container		
Green option considered?	Yes- less transportation required, and it can be built out of sight amongst the trees		
Documentation Status	Safeguarding	Y	Accounts Y
	Quote	Y	Mission Statement Y
District Councillor Support	Yes- Cllr Lisa Redrup		
Parish Council Support – does the PC support this project in principle	Yes		
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Parish Council pay for the Recreation Ground grass cutting		
Officer Summary			

Coton Football Club is a grassroots Football Club offering football coaching and games to over 150 children in and around South Cambridgeshire. The Club is affiliated to the Cambridgeshire Football Association and membership is £120 per year. The Club also provides support to the local primary school in Coton and has expanded to offer some girls-only football teams.

From next season the club intend to run six teams, having only had 2 teams only a few years ago. However, with an increase in teams the current storage needed for the equipment is not sufficient. The Parish Council have given the club permission to install a second metal storage container at the recreation ground.

The total cost is £3,480 including VAT which includes:

- The supply and installation of a metal storage container with secure access door
- The work needed to provide a Concrete base
- The trimming of overhanging branches.

£2,000 is being requested from the Community Chest. with the rest coming from player registration fees and fundraising through other grants and/or a potential increase in fees for players.

The container will come flat packed and built on site, which is a greener option as it would require less transportation than that required for a large transport container.

Although fully supportive, the Parish Council are unable to provide financial support as their limited resource have been directed to other projects. The Club does, however, benefit from a very low licence cost (£100 per year) and the Parish Council pay for the grass cutting.

Cllr Lisa Redrup:

Thanks for contacting me about your grant application on behalf of Coton Football Club, and yes, I'm happy to support your application. I think our local football teams and the many volunteers involved in running them provide important opportunities for young people to come together, have fun, develop their skills, and stay healthy and fit. This grant would help Coton Football Club to store their equipment securely, while also improving the appearance of the Rec for other users while the items are stored away. Coton Football Club have permission from their Parish Council and have considered environmental impact in their plans.

Total Project Cost:	£3,480	Total Applied For:	£2,000
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Reference	JPGBJLWX			CCG
Name of Organisation	Cottenham United Colts FC			
Organisation Type	Grassroots Club			
CCVS Registered	No			
Parish	Cottenham			
Land Owner	Parish Council			
Project Type	Equipment/Improvements- Purchase of 7v7 size portable goals			
Green option considered?	Yes-old goals may be of use to the local primary school			
Documentation Status	Safeguarding	Pending	Accounts	Y
	Quote	Y	Mission Statement	Y
District Councillor Support	Yes- Cllr John Loveluck			
Parish Council Support – does the PC support this project in principle	Yes			
Have the parish council supported the group financially previously? If yes when, what	Yes 7/8years ago contributed £1k towards their 11x11 goals.			

did the group purchase? and how much?			
Officer Summary			
<p>Cottenham United Colts is a FA Charter Football Club started in 1979, which provides football to girls and boys aged 6 to 18 from Cottenham and the surrounding villages. There are currently 18 boys teams and 6 girls teams, aged 6 to 18.</p> <p>Due to the expansion of the number of teams there is a need for more goals at their Parish Council owned venue.</p> <p>£3,628.80 is required to replace the aging goals with modern wheeled ones:</p> <ul style="list-style-type: none"> • 1x pair of freestanding, portable 12ft x 6ft football goals- £3,484.80 • delivery- £144 <p>£2,000 is being requested through the community chest. The Parish Council is in support but cannot help with funding due to budget constraints. About 7 or 8 years ago, the PC contributed £1,000 towards goals.</p> <p>The club has been selected by Co-op for their local grant funding scheme. They also plan to approach the Fen Edge Community Association. The Football Tournament at the end of May and further fundraising/sponsorship will take place throughout the year. Any other small shortfalls will be covered by club funds.</p> <p>To prevent disposal of the old goals, the club are talking to the local primary school to see if they might want them to replace their plastic goals- although this is to be confirmed. Another set of the old goals will be moved to Rampton, to support more use of their rec and provide another training area option as the club continues to expand.</p> <p>Cllr John Loveluck: <i>I fully support the application by Cottenham Colts for a Community Chest grant of £2k towards the £7k cost of a new set of football mini-league goals. The new equipment will help to support the impressive growth of the Colts, which now runs 6 girls teams and 18 boys teams, with 400 young people (aged 6-18) as members. The new goals will allow the older equipment that they replace to be installed at Rampton Recreation Ground, where they will encourage increased use of the Rec and create a useful additional training area in Rampton.</i></p>			
Total Project Cost:	£3,628.80	Total Applied For:	£2,000

Reference	CZKLTJWG	CCG
Name of Organisation	Longstanton Grasshoppers Cricket Club	
Organisation Type	Community Group	
CCVS Registered	No	
Parish	Longstanton	

Landowner	A Charity owns or has a long lease- Longstanton Village Hall and Recreation Ground (Charity No. 300408)			
Project Type	Equipment- Place an extension (in height) to the perimeter fencing of a children's play park			
Green option considered?	N/A			
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote		Mission Statement	Y
District Councillor Support	30/04/2022 Not yet asked			
Parish Council Support – does the PC support this project in principle	Yes			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Parish Council £500.00			
Officer Summary	<p>Longstanton Grasshoppers Cricket Club is a community sports club, established in 1999, offering cricket training and competitive matches to people aged 6 to 86, both male and female, and supporting all abilities. There are currently 120 members, who each pay on average £50 per season. The venue is owned by Longstanton Village Hall and Recreation Ground.</p> <p>The club would like to further protect the safety of other users of the recreation ground when cricket activities are taking place by erecting an extension (in height) to the perimeter fencing of a children's play park. This will be through a ball stop, net and post system as shown below</p> <p>Estimated costs for the project are £3,000 which include:</p> <ul style="list-style-type: none"> • £2000 for materials • £1000 for installation <p>£2,000 is being requested from the Community Chest. £500 has been provided from the ECB. £500 has also been provided by the Parish Council although since making the application, the ground rent for use of the field has significantly increased and this £500 now has to go towards rent, instead of this project. An application to an alternative grant giving body for the balance of the cost of the nets will be made.</p>			
	Total Project Cost:		~ £3,000	Total Applied For: £2,000



Reference	JDXKRFFC	CCG
Name of Organisation	Cambourne Lawn Tennis Club	
Organisation Type	Community Group	
CCVS Registered	No	
Parish	Cambourne	

Landowner	Parish Council			
Project Type	Improvement to community buildings- construct a new clubhouse, including toilets, on the land adjoining the tennis courts.			
Green option considered?	Yes- ECO friendly recycled cladding and decking.			
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	P	Mission Statement	Y
District Councillor Support	Yes- Cllr Dr Shrobona Bhattacharya			
Parish Council Support – does the PC support this project in principle	Yes			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Provided funding in 2016 for the building of new tennis courts			
Officer Summary	<p>Cambourne Lawn Tennis Club, formed in 2003 provides low-cost tennis for members and non-members. Membership is open to all adults and children in the community, with the courts and the clubhouse available for hire to non-members. Activities include social tennis, matches and tennis coaching by a licenced LTA coach.</p> <p>The Club would like to construct a new clubhouse, including toilets, on the land adjoining the tennis courts. At present there are no such facilities, and this would greatly improve what they can offer. The new Clubhouse will include ECO friendly recycled cladding and decking.</p> <p>The Parish Council own the venue and are supportive of the project in principle having helped to get the project going and with obtaining planning permission. They also provided funding in 2016 for the building of new tennis courts. However, due to lack of funds they are unable to provide funding with this project.</p> <p>Total project costs are £78,888.22 and £2,000 has been requested from the Community Chest</p>  <p>An expression of interest application to the Amey Community Fund for £40,000 has been approved and the shortfall of ~£36,000 will come from Club reserves (the Club have been offered an interest free loan of £30,000 from Cambridgeshire LTA).</p> <p>Cllr Dr Shrobona Bhattacharya: <i>I have full support for the Cambourne Tennis Club and I am also happy to support this funding for the tennis club in Cambourne.</i></p>			
Total Project Cost:	£78,888.22	Total Applied For:	£2,000	

Reference	KBTBQWNX			CCG
Name of Organisation	Cogwheel Counselling			
Organisation Type	Charity no. 1157141			
CCVS Registered	Yes			
Parish	Residents from all SCDC Parishes have the potential to benefit.			
Landowner	Cambridge Citizens Advice Bureau			
Project Type	Equipment/capital purchase- help furnish new rooms for counselling at new premises			
Green option considered?	Applicant has stated it is difficult to think of other environmental solutions/ alternatives			
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	Y	Mission Statement	Y
District Councillor Support	Yes- Cllrs Sue Ellington, Pippa Heylings and Martin Cahn			
Parish Council Support – does the PC support this project in principle	Cogwheel works with residents across all SCDC Parishes so it is difficult to ask an individual Parish Council without asking the remainder			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Not provided			
Officer Summary	<p>Cogwheel Counselling is a Cambridge based charity formed in 1988 which provides affordable and accessible counselling to those on low and limited incomes. Counselling is provided to adults of all ages, children and young people, families and couples. Residents from all of South Cambridgeshire have potential to benefit from counselling services through self-referral. In 2021 a total of 3,900 counselling sessions were provided benefitting over 300 people. The Charity is affiliated with the British Association for Counselling & Psychotherapy.</p> <p>Since the first Covid lockdown, Cogwheel has been offering an online counselling service. Over the last 12 months the charity has returned to in-person counselling, particularly for children/ young people and families. This takes place in Norfolk Street, Cambridge but the present lease expires at end of June 2022. As there are long term plans for the owner to redevelop the site, only a short-term lease can be offered beyond June. For this reason, the Charity have looked for alternative premises and found two suitable rooms in the Cambridge Citizens Advice Bureau.</p> <p>As the two new rooms will be smaller than their present ones, new furniture such as chairs will be required. equipment for children will also be needed, including an art trolley and sandpit trolley. Around 50 clients will benefit each week from using these rooms and numbers are expected to increase in early Autumn.</p> <p>Total costs are £1,743 and £1,400 is being requested through the Community chest:</p> <ul style="list-style-type: none"> • Children’s folding table- £100 • 2 Teacher low chairs- 256 			

- 8 x tub chairs- £960
- Portable art trolley £300
- Portable sand trolley-£127

Cogwheel Counselling have confirmed they can cover the shortfall if they are successful with this grant.

Cllr Sue Ellington:

This charity plays a significant role providing mental health support across South Cambs. I would like to support this application.

Cllr Pippa Heylings:

Yes, we do know of the really important and valuable work undertaken by Cogwheel Counselling and will be very happy to support your application.

Cllr Martin Cahn:

Just confirm Pippa's message that I am glad to support Cogwheel's application.

Total Project Cost:	£1,743	Total Applied For:	£1,400
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Reference	VXHLTTV	CCG	
Name of Organisation	Sawston Youth Drama Ltd		
Organisation Type	Community Group		
CCVS Registered	Yes		
Parish	Sawston		
Landowner	Sawston Village College		
Project Type	Equipment- replacing defective theatre light fittings		
Green option considered?	Yes- LED lights use far less electricity than conventional theatre lights		
Documentation Status	Safeguarding	Y	Accounts Y
	Quote	Y	Mission Statement Y
District Councillor Support	Yes - Cllrs Libby Earle and Brian Milnes		
Parish Council Support – does the PC support this project in principle	Sawston Parish council doesn't meet next until 14th June. The parish clerk said she would add this to the agenda as a matter of urgency.		
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	As above		
Officer Summary			

Sawston Youth Drama (SYD), started in 1969 and provides young people in the community aged 11-18 with the opportunity to develop drama, dance and music skills, regardless of ability. There is no

audition to be in the group and young people can learn production and direction skills as well as gain experience in performing. The group is run by volunteers (both adults and young people). Room hire is provided for free at The Marven Centre at Sawston Village College with the only funding coming from subscriptions and the profits made from productions.

Young people attend from Sawston & the surrounding parishes of Stapleford, Shelfords, Whittlesford, Duxford, Ickleton, Harston and Newton. Pre-Covid, 156 young people per week benefitted with the help from 23 volunteers. Currently there are 60 young people attending, each paying £100 per year to cover all the costs needed to put on a musical.

Sawston Youth Drama, not the college are responsible for the actual lights. Over time, many of these lights have broken due to their age are no longer repairable. 6 x LED lights are needed at a total cost of approx. £2,290 inc VAT. £2,000 is being requested from the Community Chest, with ring-fenced possible profits from 2023 productions to cover the shortfall as the group are unable to reclaim VAT.

Cllr Libby Earle:

Both Cllr Milnes and I are very happy to support this, which appears to come well within the remit of Community Chest Grants.

Total Project Cost:	£2,290 inc. VAT	Total Applied For:	£2,000
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Reference	LZVNDTGF	CCG
Name of Organisation	Girton Cottontails Preschool	
Organisation Type	Community interest company	
CCVS Registered	No	
Parish	Girton	
Landowner	Girton Glebe School	
Project Type	Materials and Improvements- Build undercover area for the children to play under	
Green option considered?		
Documentation Status	Safeguarding	Y
	Quote	Y
	Accounts	Y
	Mission Statement	Y
District Councillor Support	17/05/22 Pending	
Parish Council Support – does the PC support this project in principle	17/05/22 Pending	
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	17/05/22 Pending	
Officer Summary		

Girton Cottontails Preschool offers childcare for children between the ages of two to school age who live in Girton/next village community. There are currently five members of staff and 15 and 30 hour funding is offered so everyone can access the preschool.

The Preschool operates from Girton Glebe School, where rent is charged at £12 hour during children's school hours.

The preschool would like to put up an undercover area for the children, so they are able to access the outdoor learning environment in all weathers. Free flow outdoor play is really important to the children's health and wellbeing and being able to get out every day of the year really supports this.

Total costs for a lean to with corrugated roof sheets, guttering and downpipes is £1,730.00 + VAT. All costs **excluding** VAT are being requested through the Community Chest.

Total Project Cost:	£1,730 + VAT	Total Applied For:	£1,700
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Reference	GGNLTPCM	CCG
Name of Organisation	Cambridge Sport Lakes Trust	
Organisation Type	Charity 1040693	
CCVS Registered	No	
Parish	Milton	
Landowner	Cambridge Sport Lakes Trust	
Project Type	Materials- Kit and bench seating	
Green option considered?	Yes	
Documentation Status	Safeguarding	Y
	Quote	Y
	Accounts	Y
	Mission Statement	Y
District Councillor Support	Yes- Cllr Paul Bearpark	
Parish Council Support – does the PC support this project in principle	Yes- Chairman of the PC in support.	
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Yes- Chairman has said it can be placed on the PC agenda on 13th June	
Officer Summary		

Cambridge Sport Lakes Trust was formed in 1992 and manages Milton Country Park. It is committed to providing opportunities for everyone in South Cambridgeshire to access the outdoor sport, recreation and education for their physical and mental wellbeing.

Wild Minds is a referral project created by Cambridge Sport Lakes Trust in partnership with South Cambridgeshire District Council. The project provides outdoor activities to young people aged 14-17 who are struggling with their mental health. The project aims to inspire young people to access outdoors for their wellbeing and to provide positive, supported experiences that will help them

throughout their lives. Referrals are accepted from a GP or Younited or by self-referral with a follow up call from a wellbeing officer.

This application is for more kit for the Wild Minds sessions in order to provide a true Forest School experience. Currently there is a limited kit meaning young people have to share or activities are limited. Bench seating is also needed for the outdoor fire sessions. The principles of Forest School foster a strong appreciation of nature and teach the importance of sustainable methods and monitoring impact.

Total project costs are £1106.19, including VAT:

- Bench seating- £360
- Sheath knives- £69.50
- Spoon carving knives- £59.90
- Bows saws with covers- £161.70
- Rigger Gloves 10 pack- £35
- Tarps 4x4- £99.90
- Fire grill- £24.99
- Palm drills x 10- £59.50
- Cordage - £19.80
- Fire strikers x10- £158.30
- Bug pots x 20- £27.90
- Pond dipping trays x 6- £29.7

The Trust have a partial recovery agreement for VAT which means they can reclaim 66% of the total Costs. The total without VAT plus non-recoverable VAT is £960.17, all of which is being requested through the Community Chest.

Cllr Paul Bearpark:

I am delighted to hear that you are applying for a Community Chest Grant for materials for this wonderful project. You have my full support.

Total Project Cost:	£960.17	Total Applied For:	£960.17
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Reference	LLMPVCMJ	CCG
Name of Organisation	The Papworth Team Ministry	
Organisation Type	Charity-142183	
CCVS Registered	No	
Parish	Papworth Everard and surrounding villages	
Landowner	Parish Council	
Project Type	Equipment/materials for a 3-day holiday programme for local senior citizens	
Green option considered?	Environment talk provided	
Documentation Status	Safeguarding Y	Accounts Y

	Quote	Y	Mission Statement	Y
District Councillor Support	Yes- Cllr Mark Howell			
Parish Council Support – does the PC support this project in principle	Yes			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Yes- £200 on 19/05/2022			
Officer Summary				
<p>The Papworth Team Ministry is a team of parish churches providing Christian worship and practical support for village communities in South Cambridgeshire. The team, which was formed in 2000 offers companionship and support to the elderly in 15 local villages including Bourn, Kingston, Caxton, Longstowe, Boxworth, Elsworth, Knapwell, Papworth Everard, Eltisley, Croxton, Papworth St Agnes, Conington, and Lolworth. Currently there are around 340 members.</p> <p>The churches and local surgeries are invited to recommend people. Self-referral is also encouraged via adverts in the local newsletters. Guests from previous years are invited to make recommendations too.</p> <p>The Ministry’s main event is a summer holiday club in August which takes place in Papworth Village Hall. This can be a particularly lonely time of year for some senior citizens, with families away and regular activity groups closing for a summer break. Volunteers will ensure guests have a memorable and happy time with the opportunity to try some new skills and build new friendships. The three-day holiday programme will include activities, talks and entertainment. Two-course lunches and transport will also be provided.</p> <p>Total costs are £2,445 and £500 is being requested from the Community chest:</p> <ul style="list-style-type: none"> • 3 days hire of hall- £500 • 2 course meals x 60 x 3 days-£1,200 • Tea, coffee, biscuits etc- £45 • Activity - Watercolour Painting-£125 • Activity - Flower Arranging- £85 • Activity - Pottery Painting- £120 • Activity - Health and Wellbeing class-£10 • Activity – Woodwork- £75 • Activity - Gardeners Workshop- £25 • Activity – Décopatch - £40 • Activity - Music workshop- £10 • Entertainment - Music Hall Society- £75 • Entertainment - Barber Shop Group- £50 • Entertainment – Handbells- £50 • Entertainment - Environment talk x 2- £20 • Materials for self-run activities- £15 				

£300 has been funded by The Samuel Franklin Trust and £200 from Papworth Parish Council. It is anticipated that about £1200 will be raised in guest fees (those who are able to, pay £10 a day). In addition, during the course of the 3 days a raffle, a bring-and-buy stall and a second-hand book stall will be taking place to cover the shortfall.

Cllr Mark Howell:

I will be more than happy to support any grant you apply for.

Total Project Cost:	£2,445	Total Applied For:	£500
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Biodiversity grants:

Reference	JRNVVSTH	CCG-Bio	
Name of Organisation	Shepreth Parish Council		
Organisation Type	Parish Council		
CCVS Registered	Yes		
Parish	Shepreth		
Landowner	South Cambridgeshire District Council		
Project Type	Biodiversity: Creation of an Orchid Garden		
Green option considered?	Yes		
Documentation Status	Safeguarding	Y	Accounts Y
	Quote	Y	Mission Statement Y
District Councillor Support	Yes-Cllr Jose Hales		
Parish Council Support – does the PC support this project in principle	Yes		
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	19/04/2022 £350.00		
Officer Summary			

Shepreth Parish Council has six councillors and one Parish Clerk.

The Parish Council wishes to create an orchid garden- a sustainable biodiversity project in celebration of the Queen's Platinum Jubilee that will also contribute to the wellbeing of locals. The aim is to purchase 50 indigenous orchid plug plants to add to an existing area of wildflower meadow in the heart of the village and established around a tree planted in 1953 to celebrate the Queen's coronation. The meadow is owned by South Cambridgeshire District Council and is on one of the main walking routes through the village and will be accessible to both locals and visitors. Only

indigenous orchids will be planted - Bee Orchids, Spotted Orchids, Southern Marsh Orchids and either Tway Blade or Green-winged orchids.

The project is being developed with Dr Wilson Ward who owns Bewdley Orchids. The orchids will be planted and maintained by two professional gardeners living in Shepreth and who oversee the maintenance and development of the existing wildflower meadow.

The village website will be used to catalogue the orchid garden's development and to promote it as an educational tool.

The total cost including a plaque and delivery is £776.99, of which, £426.99 is being requested through the Community Chest.

Shepreth Parish Council will provide £350 and cover any cost overruns should they occur.



Cllr Jose Hales:

I would very much like to support this interesting and unique application. I personally have never heard of such a project before and I think this one is marvellous. Having attended the parish council meeting where the detail of this project was reported on, I was very impressed. The Orchid garden will be a fitting and long lasting commemoration to her majesty the queen, the chosen site is under and adjacent to a tree planted in 1953 to commemorate the Queen's Coronation and as I said at the start, I'd very much like to support this application.

Cllr Sally-Ann Hart:

Like Jose, I very much support this application and really enjoyed hearing more about it at the meeting earlier this week. I particularly like how the idea builds on the commemoration of previous significant events and uses plants that are indigenous to Shepreth. Looking forward to seeing it all come together.

Total Project Cost:	£776.99	Total Applied For:	£426.99
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Reference	CZRJMKCW	CCG-Bio		
Name of Organisation	Duxford Community Centre Events			
Organisation Type	Community Group			
CCVS Registered	No			
Parish	Duxford			
Landowner	Duxford Parish Council			
Project Type	Biodiversity- The planting of an Oak Tree (Autumn)			
Green option considered?	Yes			
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	Y	Mission Statement	Y
District Councillor Support	Yes - Cllr Peter McDonald			

Parish Council Support – does the PC support this project in principle	Yes, and a Parish Councillor has volunteered to keep the tree in a pot if it was necessary to order it sooner.		
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?			
Officer Summary			
<p>Duxford Community Centre Events is the events committee for Duxford Community Centre. The Committee, which consists of 9 members is responsible for all activities relating to events in the community centre or on the grounds of the recreation ground.</p> <p>The Committee would like to plant an Oak Tree in the grounds of the Community Centre along with a plaque commemorating the Platinum Jubilee of Her Majesty the Queen</p> <p>The Total cost of £528 is requested from the Community Chest:</p> <ul style="list-style-type: none"> • Oak tree-£403 • Tree Plaque- £125 <p>Planting will take place in October as a choice although one of the Parish Councillors volunteered to keep it in a pot if it was necessary to order it sooner. The grounds are maintained through an external provider and members of the council.</p> <p>Cllr Peter McDonald has confirmed he is in favour of this application</p>			
Total Project Cost:	£528	Total Applied For:	£528

Reference	RXKNBZDG			CCG-Bio
Name of Organisation	Great and Little Eversden Allotments			
Organisation Type	Community Group			
CCVS Registered	No			
Parish	Great and Little Eversden			
Landowner	own or have a long-term lease on the venue			
Project Type	Biodiversity-Pond restoration			
Green option considered?	Yes			
Documentation Status	Safeguarding	P	Accounts	P
	Quote	Y	Mission Statement	Y
District Councillor Support	P			
Parish Council Support – does the PC support this project in principle	P			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	N			

Officer Summary

The Eversdens Allotment Society, started in 1922 and belongs to the National Society of Allotment and Leisure Gardeners. There are 14 plots and tenants/members maintain their plot as an allotment garden growing mainly fruit and vegetables for other members and their families. Membership is £25 per annum.

The members of the Allotment Society support local wildlife and have recently constructed bug hotels, bird boxes and log piles. Allotments are one third woodland and are protected for wildlife. A pond restoration project is the next stage in their broader plan to further attract wildlife and diversity. The existing pond is very overgrown with insufficient depth and an inadequate liner. A new pond will benefit not just nature but the current allotment holders, their friends and family and visitors from Great and Little Eversden and future generations of gardeners.

The current pond:



Total project costs to restore the pond are £1,941, all of which are being requested from the Community chest:

- Rubber liner +underlay15mx15m- £1,560
- Large Rocks Crate- £278
- 10 x tall marginals (Aquatic Plants)- £35
- 10 x small marginals (Aquatic Plants)- £35
- 5 x Native oxygenators (Aquatic Plants)-£25
- 2 x Floating aquatic plants- £8

There are insufficient allotment funds to cover this project due to keeping subscriptions as low as possible. However, the village community is being supportive and has offered to help and will also donate their plants to the proposed new area. A willing team of volunteers is ready and waiting to carry out all the manual work.

Following advice from the Wildlife Trust (who recently visited the site) the proposed design for the pond will incorporate a large pond with a maximum depth of 1m and shallow margins to allow wildlife ingress and egress. The design has been produced using toolkits available by Freshwater Habitats trust. This would also enable more of the existing trees and shrubs to be retained whilst maximising the space. If successful, plans will be to expand the project later with rustic benching and further planting.

To ensure the pond is maintained in optimal condition, the removal of sediment from the pond will become an annual maintenance activity. In addition, the scrub and any overhanging branches will be removed as part of the allotment seasonal “list of jobs”

The Society engage locally with the villagers and have regular open days to demonstrate the benefits of gardening. If successful, publicity for South Cambridgeshire District Council will be provided in the following ways:

- Huge ‘thank you’ on a notice board at the entrance to the allotments
- Erection of Plaque near to the pond complex
- Eversden Allotment and local Community Facebook pages
- Opening ceremony reaching out to local MP’s and celebrities
- Allotment Association website and magazine publications, hopefully will include a featured story
- Local press- an active member of the allotment society is a local press officer
- Local village magazine, ‘The Tailcorn’ – distributed throughout local villages

- Eversdens community webpage

Total Project Cost:	£1,941	Total Applied For:	£1,941
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Deferred Grants:

Reference	CHBTSNTM			Deferred from April GAC
Name of Organisation	Waterbeach Parish Council			
Organisation Type	Parish Council			
CCVS Registered	No			
Parish	Waterbeach (Chittering)			
Landowner	Waterbeach Parish Council			
Project Type	Update of Play equipment			
Green option considered?	No mention			
Documentation Status	Safeguarding	N/A	Accounts	Y
	Quote	Pending	Mission Statement	Y
District Councillor Support	Yes- Cllrs Anna Bradnam and Paul Bearpark			
Parish Council Support – does the PC support this project in principle	Yes			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Yes			
Officer Summary	Page 25			

This application from Waterbeach Parish Council was deferred from April's Grant's Advisory Committee meeting. Below is a summary provided in that meeting:

Waterbeach Parish Council has 13 Councillors and 3 Officers.

This application is for the benefit of Chittering- an isolated hamlet of 100 residents. The project is to replace and update play park equipment. The play park is an open facility for the residents of Chittering and visiting children and adults, four miles along the A10 from the play and recreation facilities in Waterbeach. It has four District Council homes and a number of caravans at Chittering Park in addition to a range of other housing.

The play park provides an essential area for children to play. It has deteriorated over the years and very much needs refurbishment. Some pieces of equipment no longer meet safety standards and others are old and need to be replaced. In addition, the ground surface covering needs to be replaced. Janet Cornwell has done a brilliant job, working with the parish council to bring this project to the current position.

Total project costs are £32,261.10:

- £22,586.10 for the new equipment / surface and removal of the parts that do not meet the new safety requirements
- £9,675 for the replacement parts and painting

£2,000 is being requested from the Community chest. The Amey £20,000 October Fund has provided £7,887.50 and the Parish council have budgeted £ 14,000 towards the project,

Cllr Anna Bradnam:

I wholeheartedly support this request for funding from Janet Cornwell and the team who have been working up plans to improve the play park at Chittering.

The application was deferred pending confirmation of the number of children who will benefit from the play equipment both now and in the future and further information on the maintenance measures currently in place for the equipment.

Further information has now been provided:

Chittering is fairly isolated from the rest of the Parish and consists of 62 properties plus a touring caravan park. 10 primary school age children and 9 secondary school age plus a lot of visiting grandchildren whose parents enjoyed the park as children will benefit from the park. It is the only facility for the children and parents to meet up and for them to invite their friends over to play. The Parish Council have confirmed they are responsible for the maintenance and upkeep of the area and equipment. The park has been closed for some time, awaiting refurbishments and a local resident has worked hard in getting the refurbishments assessed and obtaining quotes for the work.

Total Project Cost:	£32,261.10	Total Applied For:	£2,000
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Reference	XJCTSVST	Deferred from March GAC		
Name of Organisation	Carlton Parish Council			
Organisation Type	Parish Council (153 registered voters 16/02/2022)			
CCVS Registered	No			
Parish	Carlton			
Landowner	Parish Council			
Project Type	Equipment - Litter picking equipment			
Green option considered?	N/A			
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	Y	Mission Statement	N/A
District Councillor Support	Yes- Cllr Geoff Harvey			
Parish Council Support – does the PC support this project in principle	Yes			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	N/A			
Officer Summary	<p>This application from Waterbeach Parish Council was deferred from March's Grant's Advisory Committee meeting. Below is a summary provided in that meeting:</p> <p>Carlton Parish Council consists of seven members and includes a Zero carbon subcommittee. Litter dropped by road users on the roadside has been identified as an issue in Carlton Cum Willingham and surrounding areas. In order to support their volunteers to undertake litter picking safely, the purchase of the following equipment is vital:</p> <p>6 litter pickers - £289.55 6 litter bag hoops - £87 6 High Visibility Waistcoats- £63.54 Total cost - £440.09</p> <p>As the parish council has a very small precept and is unable to contribute financially, they are requesting the total cost of the equipment. If successful, the project will be publicised to the wider community via the Village magazine, a WhatsApp group, Facebook page and word of mouth.</p> <p>Cllr Geoff Harvey: <i>I am writing in support of the application by Carlton Parish Council for a Community Chest grant to fund the purchase of some litter picking equipment for volunteers to use in the parish. As a member of Rubbish Friends, one of the local litter picking groups, I can attest to the valuable service that volunteers provide, in cooperation with Shared Waste, in keeping our villages and roads free of litter. Anything we can do to grow this community effort is money extremely well spent.</i></p> <p>The application was deferred pending a review of the cost of equipment and consideration given to the borrowing of equipment from the Council on a long-term basis.</p> <p>Further information has now been provided:</p>			

The Shared Waste Team have said that unfortunately, long term loan of litter picking equipment is difficult, as with so many villages in the district, there is currently not enough to go around. The applicant has stressed that good quality products are required as litter picking takes place most weeks and the plan is to continue. Cheaper litter pickers have been purchased in the past that haven't lasted the year. The supplier used by the shared Waste team has been used to provide the following revised quote:

- 6 x Hi Vis Vest/Waistcoat- £28.44
- 6 x Bag holder hoops- £102.24
- 6 x Litter plier- £293.76

All prices include VAT & free delivery for this amount of goods. This will make it a total of £424.44, not £440.09 as stated in the original application.

Total Project Cost:	£424.44	Total Applied For:	£424.44
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Guidance notes for Community Chest

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 (including Community Interest Companies, CIC) 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*
Exemption: Parish Councils of any size can apply for funding for costs involved in the undertaking, creation or refreshing of a [Community-Led Plan](#) (Parish Plan). This does not cover the costs of delivering projects emerging from a Community-led Plan (further details below). Parish Councils of any size can also apply for biodiversity grants through this fund provided that they are not already in receipt of a grant from the Council's Zero Carbon Communities grant fund.
- 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@cambridgecvs.org.uk

*Please note:

The Committee reserves the right to supersede this clause should the Parish Council or Parish Meeting show good cause, for example:

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

Appendix B

What must the funded project deliver?

The community activity or project must:

- Meet local need and leave a legacy for the community
- Ensure equality of access
- Help us deliver one or more of the following aims:
 - Promote healthy and active communities
 - Enable inclusive communities
 - Develop skills
 - Enhance the natural environment / a sustainable increase in local biodiversity
 - Deliver community engagement through the undertaking, creation or refreshing of a Community-led Plan

What can be funded?

The 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)
- Costs involved with undertaking and creating or refreshing a [Community-Led Plan](#) (resulting projects will only receive funding where they would have been eligible for the Community Chest anyway).
- Regarding biodiversity projects: the purchase and planting of native trees, hedgerows, wildflower meadows or other vegetation in appropriate and suitable locations and their ongoing maintenance; the construction and erection of bird and bat boxes in suitable locations; the creation or improvement of wildlife habitats (terrestrial or aquatic); the improvement of existing habitat.

What cannot be funded?

- On-going revenue costs or overheads (e.g. salaries, rent, advertising, promotional materials). The exception to this is the creation of Community-led Plans. However, revenue costs associated with the resulting projects will not be funded.
- Projects that replace funding by other public sector bodies, including parish councils (e.g. youth services, highways)
- Costs associated with Neighbourhood Watch schemes
- Costs associated with Community Speedwatch schemes or other traffic initiatives
- Items that would only benefit 'individuals' and not the group (e.g. sports kits)
- Projects that have previously received Community Chest or Zero Carbon Communities Grant funding in the same financial year

Appendix B

- Non-native flower tubs

How much can be applied for?

The maximum award is £2,000 in any single financial year (April-March) and can be for 100% of project costs unless the initiative is on parish council land, in which case a 50% financial contribution from the parish council is expected.

If there is high demand for funding it may mean that the District 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?

Groups can apply at any time during the financial year until the funding is fully allocated for that period. Additional funding has been allocated until October 2023 for the creation of Community-led Plans.

Preferred green options

We will always ask applicants to seek a green option when purchasing items for their projects and this must be evidenced within the application.

For example, a group may be looking to purchase a new minibus for their community. We would expect the group to evidence and include market research with their application demonstrating that a similar electrically powered vehicle has been considered. However, if the electric alternative is not within price range, or would not be fit for purpose this must be explained before we would consider contributing towards an alternative.

Regarding biodiversity projects: planting of trees, hedgerows, wildflower meadows or other vegetation must be native. The construction and erection of bird and bat boxes must be in suitable location.

Natural Cambridgeshire have produced a useful [Local Nature Recovery Toolkit](#) which provides guidance, advice and support for Communities wanting to create nature recovery plans.

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
- A copy of your safeguarding policy
- A bank statement for the account you wish the funds to be paid into. Statement must be dated within the last month.

Appendix B

- Applications for funding towards the creation of Community-led Plans that are not made by the Parish Council itself should demonstrate that the Parish Council is supportive of the application.
- For biodiversity projects please include:
 - A plan of the proposed work, including a project map and project outcomes
 - A timeline of the proposed work indicating mileposts and delivery dates
 - A brief management plan which describes how the project will be sustainable
- For Community-led Plan applications, details should be supplied of any funding being allocated by the Parish Council to the creation of the Plan.

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 South Cambridgeshire District Council website
- For biodiversity projects: the project must deliver a sustainable increase in local biodiversity, known as Biodiversity Net Gain. An increase means that you should be able to demonstrate positive change in biodiversity from pre-project conditions (for example, number of trees, number of square metres of land either created or improved). Sustainability means that it should persist over time and not be a temporary change.
- Defibrillators: only the cost of defibrillators is funded through the Community Chest Grant scheme and the associated accessories and ongoing maintenance/training (the provision of which the Committee will want assurance) will be funded by the applicant. Defibrillators must be located where they can be accessed by the public at all times.

Appendix B

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:

- [South Cambridgeshire District Council Community Chest webpage.](#)
- [Community-Led Plan toolkit - South Cambs District Council \(scamb.gov.uk\)](#)
- Contact Details: community.chest@scamb.gov.uk

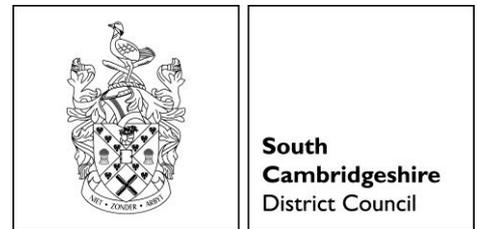
Explanatory table

The Community Chest is made up of 3 streams of funding, below:

Community Chest funding	Community Group (including CIC)	Parish Council or Parish Meeting with fewer than 160 registered electors	Parish Council of any size
Community Chest 61,768.83	✓	✓	✗
Biodiversity Grants £20,000	✓	✓	✓
Community-Led Plans £48,000	✓	✓	✓

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Agenda Item 5



REPORT TO: Grants Advisory Committee

24/06/2022

LEAD CABINET MEMBER: Cllr John Williams

LEAD OFFICER: Gareth Bell

Mobile Warden Scheme Grants End of Year progress report 2021/22

Executive Summary

1. There have been Mobile Warden Schemes within some parishes of South Cambridgeshire for over 20 years. The schemes have historically been community-led and this has resulted in inequitable cover across the district with large geographical areas including some of our most isolated parishes, or parishes with greater numbers of older people, without a scheme. To help remedy that a further six new schemes were introduced with full funding for 2 years, starting October 2020. These new schemes are required to transition to part funding from SCDC and to source their own top up funds from 2024 onwards.
2. This report reviews the delivery of Mobile Warden Schemes to the parishes of South Cambridgeshire both partially and fully funded by the Council in the financial year 2021/22.

Key Decision

3. No. This is not a key decision because it reviews expenditure within the 2021/22 budget.

Recommendations

4. The Grants Advisory Committee is asked to review the report and make recommendations as necessary to the Lead Cabinet Member for Finance to inform his decision-making in respect of plans for future funding of Mobile and Community Warden Schemes.

Reasons for Recommendations

- 5. All schemes receiving grants are on track to deliver the agreed outputs to time and to budget, achieving the objectives of the individual schemes.
- 6. Almost all schemes have experienced challenges following on from the Covid pandemic.

Details

- 7. The schemes serve a number of purposes, including: enabling older people to remain living at home independently for longer; avoiding earlier transfer into care; avoiding unnecessary hospital admission; enabling more expedient hospital discharge; providing daily contact to people who would otherwise live in isolation and/or away from their families.
- 8. Enabling older and / or vulnerable people to have greater access to a local scheme is a key priority of the Council’s Business Plan 2019-2024. This is aligned to the predicted high growth in the over 65 year-old population over the next 20 years and in recognition that with age comes increased risk of deteriorating health, loneliness and feelings of isolation.
- 9. Currently there are 17 schemes covering a total of 44 parishes. Many of the community-led schemes have been in existence for over 20 years, developed in recognition that there was a need to provide a service to support and take care of older, more vulnerable members.
- 10. The Mobile and Community Warden Scheme grants are administered on a 3-year cycle.
- 11. The first block of 11 schemes, as seen in the table below, are already part of the three-year part-funding cycle which runs to end March 2024.

Existing schemes – run by Age UK and independent	
Histon & Impington	Cottenham
Linton	Great Shelford
Small villages (Balsham, Castle Camps, Horseheath, Shudy Camps, West Wickham, West Wrating, Weston Colville)	Harston & District (Barrington, Grantchester, Harston, Hauxton, Newton & Orwell)
Stapleford	Melbourn (Meldreth & Shepreth)
Swavesey	Milton
Teversham	The Mordens (Guilden Morden, Steeple Morden, Litlington & Bassingbourn)
Waterbeach (+Chittering & Landbeach)	

- 12. The second block of 6 schemes, as seen in the table below, are new schemes in receipt of full funding until September 2022. They will then receive part funding until end March 2024, as agreed at the November 2020 meeting of the Grants Advisory Committee, bringing them in line with the schemes above. They will then be invited to apply to the Council’s three-year part-funding grant scheme

starting in April 2024. All schemes will be encouraged to fundraise via a range of sources to maintain their schemes moving forward.

New schemes
Fen Drayton & Lolworth
Fulbourn
Longstanton
Papworth Everard (Bourn, Caldecote, Comberton, Hardwick, Toft & Wimpole)
Sawston (Whittlesford, Pampisford, Duxford, Hinxton & Ickleton)
Willingham & Over

13. The Teversham scheme is experiencing some organisational issues and will need to be reviewed in the course of the coming year. Please see the specific Teversham update in Appendix A.

14. Almost all schemes have felt an impact following the Covid pandemic and this has, in many cases, affected client numbers. However, the tide seems to be turning. And in the case of the newer schemes, it will take time to bring local knowledge, understanding and usage of the scheme in line with the more established schemes.

15. The geographical reach has increased from 16 parishes to 34 parishes in 2021-22.

Options

The Grants Advisory Committee could:

1. Note the delivery of all grant schemes within the scope of this report, and agree that all are on track in line with officer opinion; and/or
2. Highlight any concerns for further investigation or action, giving reasons, and request that a follow up report be returned to GAC within appropriate timescales.

Implications

16. 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:-

Legal

17. Arrangements are in place with grant recipients, which should be followed should a variation or discontinuation of funding be proposed and agreed.

Consultation responses

18. All schemes have been asked to report on service delivery over the last year.

Alignment with Council Priority Areas

A modern and caring Council

Ensure that South Cambridgeshire continues to offer an outstanding quality of life for our residents: the grant programmes promote a good quality of life for all residents, assisting directly or indirectly through voluntary organisations schemes which help overcome the challenges faced by residents imposed by age, infirmity, disability, low income or rurality.

Appendices

Appendix A: summary report of progress for the year

Report Author:

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Appendix A

Summary Report – Progress for the year 2021-2022

Block 1 – established schemes

Age UK run schemes		Membership at year end
Histon & Impington	<p>Busy scheme often with a waiting list. Down 1 member this year. Worked with local COVID group throughout pandemic. Parish Council very supportive. Marketing and promotional activity across village channels, radio, GP surgery, local businesses and parish council. No fundraising.</p>	19
Linton	<p>Drop in numbers of 9 – unusual as 20 is average. The local community group from COVID had a significant impact on numbers and some members moved into residential care. With reduction in COVID response new referrals are incoming and parish council supportive. Marketing and promotional activity across village channels, radio, GP surgery, local businesses and parish council. Leaflet drop and work with sheltered housing manager. No fundraising.</p>	10
Small villages (Balsham, Castle Camps, Horseheath, Shudy Camps, West Wickham, West Wrattling, Weston Colville)	<p>One of longest running schemes and covers significant geographical distance. Age UK work closely with steering group. Partial funding from local trust and each parish. Marketing and promotional activity across local channels: steering group, radio, working with parish Nurse, GP surgery, social prescribers, adult social care team, meals on wheels, South Cambs visiting support team, local businesses and parish council, local community fayre when running and local volunteer group. Hopefully a summer fundraising event to come</p>	16
Stapleford	<p>Due to pandemic the scheme has decreased from 15 to 7 but stayed consistent this last year. Warden also had to self-isolate during lockdown but conducted telephone calls and relief wardens did practical support. A new warden has recently been appointed and is approaching community groups and professionals and raising the scheme profile again. Steering group are supportive. Successful fundraising pre-pandemic. Marketing and promotional activity across village channels, steering group, radio, GP surgery, working with Camsight, adult social care team, meals on wheels, South Cambs visiting support team, local businesses and parish council. Since implementation of the scheme, it has been a challenge to gain financial support from the parish council, they did agree to fund the scheme for the first 3 years which expired 2021/22. PC confirmed that they won't be funding the scheme this financial year due to numbers being below 12 service users. It does</p>	7

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	mean that the budget is now forecast to be at a deficit of approx. £2000 at the end of 2022-23 unless they can find some further funding opportunities. Age UK plans to remain in contact with the parish by giving reports and will ask that they re-consider their decision for 2023-24.	
Swavesey	Scheme affected by COVID groups down from 12 at beginning of the year. The scheme is at capacity at 16. Scheme and warden well supported in the community and meet with Parish Council once a quarter. Marketing and promotional activity across local channels, radio, Anglia TV, GP surgery, Tesco Champion Leaders, parish magazine, local businesses and parish council. Fundraising events at Xmas, Spring event and Compass café coffee morning.	9
Teversham	Longest running scheme at 30 years. Demographics have changed in this village with a consistent decline in numbers despite promotion. This scheme is unique to other AGE UK Mobile warden schemes, in that at they also offer to support younger adults who have a long-term illness or disability. It was hoped that this would generate further referrals, however, to date no one under the age of 60 has approached for support. New warden starting May 2022, same warden covering Teversham and Fulbourn and salary costs divided equally between schemes. Marketing and promotional activity across local channels, posters, radio, GP surgery, articles for local magazines, social media, AGE UK website, contact with District Councillor, attendance at local lunch club. No Fundraising.	5
Waterbeach (+Chittering & Landbeach)	Full capacity for scheme is 12. There were some changes to the warden over past 12 months but now consistent again. AGE UK and parish council and district councillor in close contact. Marketing and promotional activity across local channels, posters, radio, GP surgery, articles for parish magazine, social media, local community activities groups and classes, contact with steering group, local businesses and through school community, local car scheme, meals on wheels, adult social care team and south Cambs visiting support team. No Fundraising but worked with local school on project.	9
	Subtotal: Age UK (partially funded) schemes membership	75
Independent schemes		
Cottenham	12 full members and 3 associates. Associate members receive a daily phone call. Two members passed away this year. No fundraising. No marketing	15

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Great Shelford	Scheme members at all time low post COVID. There has been an increase of six members during this financial year to 16 full-time and 13 associate members. Standard fundraising events COVID affected but donations and grants received.	29
Harston & District (Barrington, Grantchester, Harston, Hauxton, Newton & Orwell)	Significant increase in workload and time needed. Negative effects of COVID cited on isolation on wellbeing of clients. Running well but noting need for further support in future and will need to recruit volunteers and trustees to future proof.	17
Melbourn (Meldreth & Shepreth)	Increase of 3 members to scheme this year. Unable to fundraise but marketed programme through village channels and online.	52
Milton	Membership at full capacity. Marketing in village magazine and social media. Longstanding and running very well.	20
The Mordens (Guilden Morden, Steeple Morden, Littlington & Bassingbourn)	Low numbers are disappointing to the Trust. Determined to increase membership. Implementing Care Plans for all members and improving HR processes re: wardens. No fundraising. Marketing across all the villages. They did hampers not Xmas lunch in 2021.	12
	Subtotal: Independent schemes membership	145

Block 2 - new schemes

New schemes		Membership at year end
NW villages: Fen Drayton, Lolworth & Fenstanton	<p>Scheme started year with two clients and finished at 6 and has capacity for 15. Warden in post from Jan 2021. Marketing and promotional activity extensive to establish new scheme.</p> <ul style="list-style-type: none"> • Posters, fliers through local pub take away deliveries, articles in local Parish magazines • Radio, social media: AGE UK and local community pages. • Via Local Schools and Montessori nursery • Attended local virtual coffee mornings • GP's surgeries, pharmacy – sent out leaflets with all prescriptions • Social prescriber contact • St Ives volunteer centre • Meals on wheels • Attendance at MDT meetings • Regular meetings with the Parish Council • Churches • Local business e.g. hairdressers, chiropodists • Community events such as coffee mornings • Timebanks • Owls Car scheme 	6

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	Some fundraising events to come and one coffee morning Lolworth. Some difficulties getting new referrals.	
Fulbourn	<p>Scheme went live Jan 2021 once warden in post. It has full capacity of 20 and started with zero. Marketing and promotional activity extensive to establish new scheme.</p> <ul style="list-style-type: none"> • Posters, fliers, articles in local Parish magazines • Radio, social media: AGE UK and local community pages. • Attended local virtual coffee mornings • GP's surgeries, Pharmacy • Local estate manager • Attendance at MDT meetings • Regular meetings with the Parish Council • Local business e.g. hairdressers, chiropodists • Community events such as coffee mornings <p>Fundraising: Xmas fayre, November coffee morning.</p> <p>It can take up to 2 years to embed a new scheme in normal times (not post covid). Aiming to work with GP surgeries further and would like to merge with Teversham – under review this year.</p>	6
Longstanton	<p>Slow initially for referrals but gone from 0-8 members. Warden working to foster new relationships. Marketing and promotional activity extensive to establish new scheme.</p> <ul style="list-style-type: none"> • Posters, flier drops, articles in local parish magazine • Radio, social media: AGE UK and local community pages. • Local Schools, Montessori nursery • Attended local virtual coffee mornings • GP's surgeries, pharmacies • Over Day centre • Regular meetings with the Parish Council • Churches • Local business e.g. hairdressers, chiropodists • Community events such as coffee mornings • Local supermarket <p>Fundraising: Joint coffee morning with the Willingham and Over scheme</p>	8
S.W villages: Papworth Everard (Bourn, Caldecote, Comberton, Hardwick, Toft & Wimpole)	<p>Scheme gone from 0 to 11 and at maximum is 20-22 members. Has greatest geographical distances to cover therefore warden works 35h wk. Warden working on building referrals.</p> <p>Marketing and promotional activity:</p> <ul style="list-style-type: none"> • Posters, leaflet drops, radio, articles in local magazines • Social media AGE UK and local pages • Contact made with social prescribers • Contact with the GP practises, pharmacies 	11

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	<ul style="list-style-type: none"> • Age UK CAP website and social media • Talks at Camsight and WI • Meeting with the parish council • Attendance at local community events • Local business such as hairdressers etc • Local car schemes • Meals on wheels • Church groups • Sheltered Housing <p>Fundraising - not currently. Some work to do on engaging the parishes further and reviewing staffing options of 1 full time to 2 part time wardens to be more location specific.</p>	
South villages: Sawston (Whittlesford, Pampisford, Duxford, Hinxton & Ickleton)	<p>Live from December 2020 and when at capacity will have two wardens but currently on one only based on numbers. Scheme can support 20 per warden therefore with two employed up to 40 members.</p> <ul style="list-style-type: none"> • Posters, leaflets & posters across parish notice boards, articles in parish magazines • Social media pages, radio • Contacted local Covid community groups • Contacted the Social Prescribers at Granta Medical Practice, GP surgeries, pharmacies • Contact made with residential/sheltered housing. • Local Taxi services • John Huntingdon Charity • Sawston Scene • Local shops in all areas • Community Centre • Community Navigator • Reablement Team • Church wardens • Coffee mornings <p>Some challenges generating working relationship with multiple parishes but working towards quarterly meetings ideally. And looking at parishes part funding in 2023-24.</p>	10
Willingham & Over	<p>Started at 5 members and up to 10. Series of referrals that had to be signposted on as not suitable. At capacity can support 20 members. Warden is working hard to market and promote:</p> <ul style="list-style-type: none"> • Posters, Leaflet drops, articles in local magazines, A “day in the life of...” Article • Radio, social media local and AGE UK sites • Attendance at Parish meetings • Pharmacy and GP surgery • Contact school and details sent out with newsletters • Gardening Club Over • Over Day Centre 	10

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	<ul style="list-style-type: none"> • Contact with local business • Library • Willingham Auction Rooms • WI in both areas • Neighbourhood watch • Fire Service • Community Café • Contact with District Councillor • Carers group in Willingham <p>Fundraising: Joint coffee morning held with Longstanton warden. Contact made with local business for raffle prizes which was successful. Table display at Willingham Auction Rooms Working to develop relationship with both parish councils further and hopefully secure some funding in the near future.</p>	
	Subtotal: Fully funded schemes membership	51
	Grand total mobile warden schemes membership at year end	271

Schemes from both blocks are generally running well.

AGE UK Teversham needs to find a suitable solution long term and consideration needs to be given to the following:

- AGE UK's specific skill set is care of the elderly, classed as those over 60 years of age. The unique programme of providing support to those under 60 in Teversham is not in line with their policy or standard practices. However, it has been agreed that Age UK will offer an extension of the current practice in Teversham (i.e. attending to those under 60s who are homebound) for a further year.
- AGE UK are keen to join this scheme with the Fulbourn scheme as a merged scheme however Teversham prefer not to do this at this stage.
- During this year it is suggested that AGE UK collect evidence, of the usage and requirements of the under 60s care programme and the scheme as a whole. Then the report of findings can be presented to GAC at end of year 2022/23 to clarify current situation in Teversham and highlight actual needs and future service options.
- AGE UK have recruited one warden at this time who supports Fulbourn and Teversham but they acknowledge that if levels of need increase again with COVID support lessening then another warden may be necessary.

All schemes are regaining momentum post COVID. However, the new schemes in block 2 need to continue to be developed in partnership with their respective parish

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councils to ensure their ongoing success and growth. Securing partial funding is a significant next step in AGE UK's agenda for the new schemes.

As demonstrated in the table, this year these SCDC funded schemes supported in total 271 people across the District.

Parishes covered	People 2020-21 served	2021-22
Milton Parish Council	20	20
Haslingfield Community Warden Scheme	19	N/A
The Mordens and Litlington	22	12
Melbourn, Meldreth & Shepreth	54	52
Great Shelford	39	29
Harston	15	17
Cottenham	24	15
Age UK Schemes: Weston Colville, West Wrattling, Balsham, Linton, West Wickham, Horseheath, Shudy Camps and Castle Camps. Individual parish schemes in Swavesey, Histon, Girton, Impington, Waterbeach, Teversham, Stapleford	123	75
New - Age UK schemes: Fen Drayton, Lolworth, Fenstanton, Fulbourn, Longstanton, Papworth Everard, Bourn, Caldecote, Comberton, Hardwick, Toft, Wimpole, Sawston, Whittlesford, Pampisford, Duxford, Hinxton, Ickleton	N/A	51

It is notable that the numbers are down on the prior financial year but we must take into consideration the significant impact that COVID has had on schemes, in terms of access to scheme members by wardens, people being unable to work/ in lock down. meant some families and or COVID support groups were able to fulfil the support that the wardens normally would.

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Agenda Item 6



REPORT TO: Grants Advisory Committee 24 June 2022

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

LEAD OFFICER: Gareth Bell, Service Manager, Comms and Communities

Children and Young People’s Grant Funding – review of pilot

Executive Summary

1. The purpose of this paper is to present a review of outcomes to date of funds granted in January 2022 to children and young people’s organisations. A one-off Children and Young People’s Grant (CYPG) saw funding awarded to organisations and groups supporting initiatives promoting wellbeing for children and young people in the District. This report is being brought to Grants Advisory Committee ahead of a review of the Council’s Service Support Grants to the Voluntary and Community Sector in advance of the 2023/26 scheme launch at the end of 2022.

Key Decision

2. Is this a Key Decision? – No.

Recommendations

3. It is recommended that the Grants Advisory Committee considers the report and its appendices (which provide a snapshot mid-year of the outcomes achieved through the Children and Young People’s grants since January) and makes recommendations as appropriate to the Lead Cabinet Member for Finance regarding the consideration of these outcomes in the forthcoming review of the Service Support Grants.

Reasons for Recommendations

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

Details

5. The current Children and Young Peoples grant scheme was a pilot grant fund making best use of £38,000 of unspent funds for the expansion across the district of the Mobile Warden Schemes (as agreed at Grants Advisory Committee in August 2021).
6. The pilot grant fund was subsequently increased by an additional £40,000 following funding being provided by Cambridgeshire County Council, bringing the total available to £78,000 for this one-off grant fund.
7. Applications were open to voluntary and community sector groups, charities and public sector bodies wishing to further improve quality of life for the children and young people of South Cambridgeshire. Applicants were invited to apply for sums £4,000 - £8,000 with the objective that the initiative/activity or project must deliver one or more of the following:
 - Help children, young people and their communities to develop their own initiatives and by doing so contribute to their own resilience and well-being and that of their community
 - Motivate and empower other children and young people and their community members to take part and, by doing so, develop social capacity.
 - Develop opportunities for children, young people and their families to engage in positive activity which is beneficial to their physical and mental health and well-being
 - Address social disadvantage and equality of opportunity.
8. Appendix A gives a summary with officer comments of how far schemes and initiatives have progressed since funds were granted five months ago.
9. Thirteen projects were funded totalling £77,920.33.

10. Of the thirteen applications, eight address mental health, two address food/diet, two address anti-social behaviour and one is non-specific.

Options

11. The Grants Advisory Committee could:

- a. consider the report and its appendices and make recommendations as appropriate to the Lead Cabinet Member for finance regarding the consideration of these outcomes in the forthcoming review of the Service Support Grants and/or
- b. highlight any concerns for further investigation or action outside of the service Support Grants review, giving reasons, and request that a follow up report be returned to GAC within appropriate timescales.

Implications

12. There are no significant implications

Effect on Council Priority Areas

13. Ensure that South Cambridgeshire continues to offer an outstanding quality of life for our residents: the children and young people grant scheme aims to promote a good quality of life for residents, assisting directly in supporting individual wellbeing, addressing social disadvantage, promoting equality of access to services, thereby creating social capital within our communities.

Background Papers

January 2022 Grants Advisory Committee Meeting

<http://modern.gov/ie/ListDocuments.aspx?CId=1096&MId=9170&Ver=4>

Appendices

Appendix A: Officer Summary report

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**Appendix A: Pilot Children and Young People’s Grant Fund
Summary of Outcomes Jan - May 2022**

The following applications were funded, totalling £77,920.33:

App Number	Applicant	Ref	Category	Amount awarded
1	Cambridge Fire & Rescue	PTHGWLFFV	Anti Social Behaviour	7000.00
2	Orchard Park Community Council	QKKZLZMZ	Anti Social Behaviour	£8000
3	Creative Cooking (WAY)	MQQWGDLL	Diet	5722.00
4	Let’s Cook CIC	VVTLKRSH	Diet	7568.33
5	Orwell Eco Youth Council	SCFVDWGV	Environmental	4860.00
6	Cambridge Joint Play schemes	LWWNRQVS	Learning Disabilities	5000.00
7	Kite Trust	PCXGSCMC	LGBTQ Mental Health	6500.00
8	Blue Smile	NSXBJNJT	Mental Health	5422.00
9	Cambridge Acorn Jazz	BZWWRPP	Mental Health	5000.00
10	Histon & Impington M Health	XSMCPDPN	Mental Health	4190.00
11	Romsey Mill	VPTQWPXM	Mental health	4158.00
12	Unique Feet	FCGGIZBS	Mental Health	7500.00
13	SSYI Sawston	SQWLKHFF	Non-specific	7000.00

1. Cambridge Fire and Rescue Service – Firebreak Programme

Firebreak aims to promote a culture of safety, teamwork, reducing the risky choices made by young people and reduce Anti-Social Behaviour within communities. It aims to raise young people’s awareness of the consequences of actions, introducing

the concept of citizenship by teaching a range of vital life skills whilst undertaking the various disciplines of the Fire Service.

The Firebreak programme concentrates on three core skills - Communication, Problem solving and Transferable skills. It delivers a different message daily, and through the week aims to promote a change in mindset and behaviour. Firebreak promotes self-worth and actively encourages the students to look at their future and fulfil their potential.

Update

- CFRS are running a Firebreak week commencing 23 May, funded by SCDC grant. This was run from Cottenham Fire station with Impington Village College. An SCDC officer attended the passing out parade for this cohort and is looking into referral routes and follow up activities for some of those who attended.
- They are also looking to also run a course in Cambourne as there is some ASB happening currently within that area. Currently working with South Cambs to assess the best school/s to work with. This course will be part funded by the remainder of the grant and by the CFRS.
- Firebreak courses are run all over Cambridge and Peterborough but CFRS felt that money from South Cambs should be spent within the area.
- Outcomes will be assessed later in the year once the attendees have completed the courses.

2. Orchard Park Young Peoples Engagement Project

The aim of the project is to engage with the young people of Orchard Park, make them feel connected to their community and support them to make a difference.

- 1) Engage with young people at risk of entering the criminal justice system and those undertaking low level ASB in the community
- 2) To connect young people into the wider Orchard Park Community and develop positive social networks
- 3) To reduce feelings of isolation experienced by young people and improve overall mental health of the young people living in Orchard Park
- 4) To Motivate and empower Young People by providing a platform for them to collaborate with others in their community and give them a voice to shape their community.

Update

- Two youth workers from Romsey Mill, the Cambridgeshire charity experienced in working with and creating opportunities for young people in the area, have been carrying out detached work for a couple of months now with Orchard Park's harder-to-engage with young people.
- They have made connections and started to build relationships with around 10 young people to date. That work inevitably requires time for building trust/relationships.

- They are working towards finding activities that the young people might want to engage with.

Once such projects have been identified, work will begin, in tandem with the Community Council, to identify the right people/organisations to deliver those projects

3. Creative Cooking

The programme teaches young people how to be creative with ingredients that are left over or need using up. The aim is to teach young people to cook nutritious, cost-effective meals whilst reducing food waste and how to be confident and safe in the kitchen. It helps young people's mental health by teaching them new skills including self-sufficiency, allowing them to talk freely about anything that is bothering them whilst they are engaged in a relaxing activity.

Update

- They have increased the cooking sessions to two per week and have a member of staff supervising the sessions along with two volunteers from Student Community Action in Cambridge. An average of 5 members per session in the kitchen who provide the food and snacks for approx. 15 - 30 members per session
- They no longer purchase any tuck (sweets/drinks) for the members to buy as they are now responsible for cooking and preparing their healthy snacks. Veggie toasties, omelettes, curries, muffins, smoothies and juicing. The members are inventive in the kitchen coming up with new ideas and recipes to try out every week. One of the older members has been so brilliant at leading the others in the kitchen that they plan to put her on an apprenticeship after her GCSEs.
- Young people love cooking, which they already knew but they have been surprised at how creative and enthusiastic participants have been. Making use of purchased food but also the Fare Shares food from Tesco which would otherwise have been wasted.
- With food prices going up, they are seeing children eat more substantially at the youth club indicating they are not getting quite as much at home. They have invested in a new fridge freezer for additional food items from Fare Shares.

4. Let's Cook Project South Cambs

The aim is to promote the health and wellbeing benefits of cooking from scratch for Children, Young People and Families.

They use the train the trainer model to disseminate the tips, tricks and techniques needed to deliver practical and participatory cookery sessions. By upskilling representatives from a range of community facing organisations such as schools, youth clubs, scouts and guides etc. They ensure that the training is embedded into the organisations they work with and provide the foundation for long term initiatives beyond the initial funding period.

Update

- £3,500 allocated for grants to support 10 delivery partners. Balance of £4068.33 to support organisational costs: recruitment of settings, development of training days and webinars, delivery of training, ongoing support for settings and final evaluation / reports.
 - Recruitment has been challenging with schools proving harder to engage with than normal. They expect this is to do with increased demands on staff capacity due to COVID absenteeism.
 - Initial training day delivered 19 May with enthusiastic response from attendees.
 - £2100 of allocated SCDC grant funding at £350 per setting was released 20 May 2022.
 - Individual settings, delivery anticipated to take place across the autumn.
 - Plan being developed to work with attendees of South Cambs Children and Young People's Services as well as Meridian Primary Comberton.
 - As part of the promotion of the project / recruitment drive for participating settings Let's Cook 'sat in' for an hour on the BBC radio Cambridgeshire mid-morning show which was focusing on the importance of reducing food waste, making food go further and supporting families who may be experiencing challenges in accessing healthy food.
-

5. Orwell Eco Youth Council - Create a youth council to support Parish Council's Environmental Group and build on interest for more environmental projects to participate in by existing members of Orwell Youth Club.

1. Provide a sessional worker to mentor and provide an opportunity for Young People in the skills to propose and deliver their environmental projects such as tree planting, creating eco-friendly products, eco-friendly youth club, contribute to parish debates and activities as part of Orwell Parish councils environmental group creating environmental strategies, run community consultations as part of parish environmental activities
2. Enable young people to continue creating community food bank and living food bank
3. Consult and develop environmental initiatives on plans for new recreation ground

Update

- They are entering a new phase, from set up to implementation, mainly due to finalising staffing arrangements after a period of difficulty with recruitment.
- The young people are keen, they have a group and now the ideas and plans are being put into a form for the Parish Council and village environment group.
- Hopeful to send an implementation phase report within the next three months.

6. Cambridge Joint Playschemes

Enabling children/young people aged 8-19 with moderate to severe learning disabilities to access community-based activities and holiday Playschemes. To support young people to access activities and resources with high levels of adult support and to provide fun activities and promote inclusion within the local community. Offering much needed respite facilities for parents and carers.

Update

- Dec 2021 - 10 children/ young people to the pantomime at the Cambridge Arts Theatre.
- 5 Mar 2022 - 6 children/young people bowling & lunch in Cambridge.
- 19 March 2022 - 6 children//young people to Indoor Crazy Golf and lunch at McDonalds in Stevenage, included transport costs.
- 5-8 April 2022 - 4-day holiday playscheme at the Granta School for 14 children/young people.
- Planning to provide Saturday activities in June and July and if required will employ agency staff support.
- 1-12 Aug 2022 Planned 10-day holiday playscheme
- Significant staffing challenges therefore unable to fulfil planned programme of Saturday Activity Clubs. Due to approximately 50% of staff team working as teaching assistants in special schools and as relief cover for many of their colleagues on sick leave. Staff exhausted and not available for Saturday Activity Clubs. Remainder of staff team study away at universities and are not in the Cambridge area during term time.
- Ongoing recruitment programme to resolve issue & to ensure they can provide the children and their families with a full programme in the near future.
- Noted by staff and from positive feedback from families that the children/young people supported are gaining in confidence in social situations.
- Increased new referrals from families and social work teams for places on Saturday Clubs and holiday playschemes therefore will grow and develop the service to more families in the future.
- Currently supporting over 30 families and 10 new referrals.
- Promoting services for interested parties through contact with all local 6th form colleges, schools and via website and other social media channels.

7. The Kite Trust

Aims to provide youth work support to 50 LGBTQ+ children and young people in South Cambs.

Through youth worker time and capacity dedicated to LGBTQ+ young people and their families they are supported to discuss and set personal goals and work towards these with 1:1 support, and to shape the programme and activities of group programmes taking place in the district - developing confidence and skills that they can use at school and in other community groups. These group activities will be

supported by volunteers who receive training and opportunities to develop their skills and knowledge that can be applied more widely in their communities.

Update

- Delayed spending the funding until the 1 April 2022 to align with financial year.
 - The money is paying for youth workers time to offer individual support and to contribute to creating groups spaces accessible to those from South Cambs.
 - Since the 1 April, they've supported 23 young people from South Cambs in total (this includes receiving support from youth workers via email or text) with 74 contacts and a total of 25 hours of direct support. This includes providing 3 initial meetings for individual support to new service users and 14 individual support sessions for ongoing service users.
 - South Cambs young people have also engaged with our groups:
 - 7 have attended a group in Cambridge
 - 1 has attended our online group for trans and non-binary young people
-

8. Blue Smile

Aim is to improve the mental wellness of pupils at Histon and Impington Brook Primary School through the provision of a weekly 'Blue Smile Day'. Funding towards the cost of providing a term of Partner School support at Histon and Impington Brook Primary School enabling Blue Smile to address the mental health needs of around 20 children experiencing poor mental health. Early intervention with beneficiaries to provide 1:1 arts therapy for as long as it is needed, enabling the children to develop a trusting relationship with their therapist; effecting long-term change in the child's mental health; supporting improvement in their school attainment and their long-term life prospects.

Update

- Therapists delivering 1-2-1 arts therapy with each child for as long as it is needed to effect long term change, averaging 26 sessions.
- Current academic year 2021/2022, which SCDC grant has supported, Blue Smile has currently provided individual therapy for 16 children, providing 242 sessions in total over the two terms.
- 13 children will continue in the summer term and 2 additional referrals will be starting..
- 75% of the parents and 67% of the teachers said that the child's problems identified at referral had improved by midway check-in. Of the children who started in the clinically diagnosable range, teachers considered 100% to be to have made significant improvement (defined as more than 30%) on the difficulties identified in school.
- 19% of the referred children are eligible for Pupil Premium indicating socio-economic need and 19% are on Special Educational Needs register.

- According to teachers, 31% of children had an identified mental health problem in the 'clinically diagnosable range' and, according to the parents, 27% of children were in this range, i.e., severely affecting functioning and requiring treatment.
- 25% of cases were recorded as having more than one problem ("complex"). The most common problem reported was "family breakdown, parental separation, reconstituted family" with 31% of the referred children affected. The most common presenting symptoms were "low mood/depression/emotional problems" with 62% of the children affected, followed by "anxiety/panic attacks" and "anger/lack of self-regulation" both affecting 50% of the children.
- Annual cost of providing each Partner School with weekly 'Blue Smile Day' for the forthcoming academic year will be £29K, to which the school makes a contribution of £11K. The remaining £18K is funded through various charitable funding streams.

9. Let it Shine - Cambridge Acorn Project /Cambridge Modern Jazz

To create an opportunity for young people experiencing inequality to experience music making and improvisation through three music workshops. Workshops will engage with young people who are excluded from or unable to access mainstream activities, whether from social or financial exclusion.

Update

- Initial engagement has been made with North Cambridge Academy and Coleridge Academy, Cambridge. Both establishments are keen to progress with further discussion and both have students living in South Cambs. They are continuing their efforts to consolidate contacts in other South Cambs schools and village colleges.
- At the moment they are in the contact/initiation stages with prospective schools/village colleges as described. The workshops are targeted to start during school autumn term 2022.

10. Histon & Impington Young Peoples Mental Health Champions

The aim of the project is to help young people and their peers develop a healthier lifestyle and make their voice heard around wellbeing issues. By providing a team of trained young people within Impington Village College that will act, alongside a team of adults, as wellbeing champions.

This team will be recognised as individuals that students can approach with mental health matters, for themselves or if they are concerned about someone else.

The wellbeing champions will be visible to their peers at break and lunchtimes and will initiate conversations about mental wellbeing with their peers during these times.

The wellbeing champions will conduct wellbeing workshops (supported by an appropriate adult but led by the young person) to share information, tools and techniques as well as opening up conversations around mental wellbeing and breaking down stigma.

The wellbeing champions will also undertake 'outreach' work within local youth

groups, uniformed services as well as the local junior football club (with over 400 members) and other sports groups. They will advocate on behalf of their peers regarding what they feel is important to improve young peoples' mental wellbeing and they will be encouraged to make suggestions and supported in implementing initiatives.

Update

- Young Peoples Mental Health Champions Project launch and training at Impington Village College (IVC) – training is being provided by Rachel Ewan a specialist Mental Health professional and Sophie Howell is actively liaising with Rachel and school to progress
- Ongoing weekly project support – provided by Sophie Howell with IVC, Sophie has an existing working relationship with IVC where she is engaged by HI Friends to provide one to one counselling for 4 hours a week and a weekly mental wellbeing activity as part of curriculum enrichment
- Project funding was agreed in February and Sophie started project discussion implementation in March with the school. There has been an internal school project responsibility change which has caused a delay. Sophie advises that staff and students are very supportive of the project and excited to be involved.
- Sophie now has three main project phases:
- June / July 2022 – advertise and recruit mental health champions within the different school years, start training and encourage champions team building
- Autumn 22 – encourage the champions to start outreach to their peers and Sophie to support the champions individually and collectively
- Spring term 23- business as usual with Sophie fully trained to deliver training
- £100 spent to Easter on preparatory work
- Working with a school requires patience and flexibility
- It is the long-term objective of the project that Young Mental Health Champions becomes embedded at IVC and that Sophie Howell will run the project at the school funded by HI Friends

On news of the grant award there was coverage on HI HUB a weekly village online news and feature

11. Cambourne Youth Autism Programme (Aspire) - Romsey Mill

To support young people with autism, and their families, in Cambourne through weekly youth groups which provide life and social skills and promote mental and emotional well-being.

To increase young people with autism's sense of belonging, confidence and social skills by providing a social space where they can be themselves.

Provide practical support for some of the issues faced by young people with autism such as bullying, low self-esteem, independent living and developing friendships. And provide support for families of young people with autism by providing respite.

Update

- 2 x weekly youth clubs for autistic young people, attended by 26 young people in total.
- The groups provide an opportunity to meet others and build friendships over shared interests, in a safe autism-friendly setting, with the support of youth workers and trained volunteers
- Parent feedback ‘...This awesome service is a lifeline for families struggling to protect, encourage and nurture their extra-ordinary teenagers in a world they find hard to navigate.’
- They have learned that all kinds of different autistic young people can include each other and become friends. There are a number of very anxious young people that have begun to attend and all have commented how welcome they feel by the wider groups. Greater community feel in our Cambourne groups than in any other group.
- The younger sister of one of the older Aspire members has begun volunteering as part of her Duke of Edinburgh award. She loves the volunteering and has asked if she can continue after she completes her Duke of Edinburgh hours. She also organised a cake sale at school to raise money for the project.
- Ongoing costs of running the project: £18,408

12. Unique Feet - Cambridge Rare Disease Network

To build a supportive community for children and families affected by rare diseases to help reduce isolation, build resilience and help improve their physical and mental well-being.

The children, young people and their families involved in Unique Feet are the drivers and inspiration behind the development of the group's activities and initiatives.

Providing regular opportunities for them to share their feedback, ideas and wishes through accessible and age/ability appropriate Google Form surveys, through regular focus groups and with the support of student volunteers who will undertake detailed interviews with them on a twice-yearly basis.

Update

- So far grant used to fund the project co-ordinator role (5hrs/wk) and to pay for activities – You Can Bike Too sessions, Clip and Climb sessions, swimming pool hire and arts & crafts materials. In the summer the funds will be put towards horse-riding lessons and Grafham Water activity days. In the autumn towards dance studio hire and dance teacher costs.
- They have seen a reduction in isolation and anxiety felt by children and families who had previously not identified with a support group or community due to the rarity of their child's condition. Confidence in the group is building as children are able to try activities they may previously have felt excluded from. All the activities are adapted and accessible to all – whatever their physical, medical or learning differences. Friendships among the children are

blossoming and three new families join recently as word spreads that the group is welcoming, non-judgemental and inclusive. Parents are also building really positive relationships and are communicating with each other to offer support and share experiences via a WhatsApp group. Several of the parents are helping in activity leader roles, have offered to do some community fundraising in the future and many are putting forward ideas for activities for the group for the future.

- Families living with rare and undiagnosed diseases often feel isolated from the wider SEND community as they don't know where they fit in. When you bring them together in a community like Unique Feet where each child has a different rare condition, and may even be the only person in the world with that diagnosis, they quickly discover that they have a number of challenges in common. They are able to enjoy time locally with a community of others like you, people who 'get' what it's like, are very reassuring, reduces anxiety, helps build a sense of belonging and boosts confidence and self-esteem within the children and adults.
- They are also learning the huge impact that being a sibling of a child with a rare condition can have – endless trips to hospitals and clinics, maybe having to take second place to their siblings more pressing medical needs. These siblings are young carers and we are learning that they need support equally. The community group welcomes siblings to all activities too and they are really benefitting from having some opportunities to be with their sibling and do an activity together while also building friendships with other siblings like themselves who face similar challenges, they visibly relax and uncoil and are themselves, children, for a while.
- Ongoing costs of running the group around £1000/mth– covers staffing, co-ordination, insurance, printing, social media and newsletters. In the future, as the group grows these costs will increase as they may need to split the group, at least for some activities as numbers tip over what would be comfortable and manageable. Therefore, they anticipate costs doubling to £2000 if the group doubles in size.
- The project has been promoted via newsletter and social media.

13. SSI Sawston

Expanding the work of the Shelford and Stapleford Youth Initiative amongst young people resident in Sawston. To provide a safe space for social interaction; with direct support to hard-to-reach vulnerable young people (11-18 yrs old) to build trust, confidence and overcome behavioural issues. Planning of specific activities is done jointly with the young people and they are empowered to express their preferences and take on tasks as appropriate. They have developed a cadre of young leaders who can take on more responsible roles with the support of the professional youth workers.

Update

- They are establishing and growing new activities in Sawston:
Weekly outdoor after school sports on the recreation ground (Mondays)

Weekly session with activities & food targeted at boys in Sawston Free Church (Wednesdays)

- Weekly informal open access evening. Indoor and outdoor (Thursdays) Over 100 young people, resident in Sawston, participate in these activities. This number is growing every week and has led to an increase in other SSYI activities as the Sawston young people want to get more involved. As well as more 1:1 sessions for those needing more in-depth support.
- SSYI's presence and word of mouth communication leads to more young people joining in giving a focus to them rather than less productive wandering around
- The Parish council are actively engaging with SSYI to plan investments and facilities for the young people at the recreation grounds

On track - The Children and Young People's Grant funded organisations are all meeting the requirements originally set out in the criteria of the award and will have more to report at the end of the funded period.

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Agenda Item 7



**South
Cambridgeshire**
District Council

REPORT TO: Grants Advisory Committee

24/06/2022

LEAD CABINET MEMBER: Cllr John Williams

LEAD OFFICER: Gareth Bell, Service Manager, Comms and Communities

Service Support Grants: end of year report 2021/22

Executive Summary

1. To examine the delivery of Service Support Grants to the Voluntary and Community Sector as funded by the Council in the financial year 2021/22.

Key Decision

2. No

This is not a key decision because it reviews expenditure within current budgets.

Recommendations

3. The Grants Advisory Committee is asked to review the report and make recommendations to the Lead Cabinet Member for Finance to inform his decision-making in respect of concerns, if any, for future investigation or action.

Reasons for Recommendations

4. All organisations receiving grants are making best efforts to deliver the agreed outputs and outcomes to time and to budget. Where this has not been possible, the unavoidable effects of the Covid pandemic are largely the cause.

Details

5. Funding agreements for grants provided through the Service Support Grants to the Voluntary and Community Sector are for three years, subject to satisfactory performance at annual review. This report is for the 12 months covering the period April 2021 to March 2022.

6. Following a review of the existing Service Support Grant Agreements with members of our Grants Advisory Committee in Summer 2021, it was recommended to the Lead Member for Finance that the existing grant agreements between the Council and recipient organisations would be extended by one year with no alterations to the terms and conditions. It was felt that the prior eighteen months had been exceptional and turbulent for the voluntary sector and that it would not be the right time to ask organisations to forecast future business projections and performance in an environment of ongoing economic uncertainty.
7. The Service Support grant scheme will be reviewed again this year with the plan to invite applications for new three-year agreements from September 2022 for the period April 2023-March 2026.
8. Organisations are beginning to recover from the effects of the Covid pandemic but its impact is clear from the reports in Appendix A.
9. Organisations in receipt of annual grants greater than £10,000 are required to submit performance reports at 6-monthly intervals; those in receipt of funding of less than £10,000 are required to submit performance reports annually.
10. This report covers grant funding within 8 categories to the following organisations:

Category 1: Independent Living

- Arts & Minds
- COPE

Category 2: Advice Services

- Citizens Advice
- Disability Cambridgeshire
- Disability Huntingdon (DISH)
- Reach

Category 3: Community Transport

- RDCT
- The Voluntary Network

Category 4: Fit to Learn

- Home Start Royston

Category 5: Support for VCS

- CCVS

Category 6: Combined community transport and independent living

- Care Network

Category 7: Planning and Economic Development

- Farmland Museum

Category 8: Housing and Homelessness

- Cambridge Cyrenians
- Cambridge Reuse
- Cambridge Women's Aid

Appendix A: Comprises a summary report of progress for the year. The summary gives an officer view on the status against deliverables within grant agreements.

Options

The Grants Advisory Committee could:

1. note the delivery of all grant programmes within the scope of this report, and agree that all are on track as per officer opinion; and/or
2. highlight any concerns for further investigation or action within or outside the scope of the forthcoming Service Support Grants review, giving reasons, and request that a follow up report be returned to GAC within appropriate timescales.

Implications

11. 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:-

Legal

12. Arrangements are in place with grant recipients, which should be followed should a variation or discontinuation of funding be proposed and agreed.

Consultation responses

13. None

Alignment with Council Priority Areas

A modern and caring Council

Ensure that South Cambridgeshire continues to offer an outstanding quality of life for our residents: the grant programmes promote a good quality of life for all residents, assisting directly or indirectly through voluntary organisations schemes which help overcome the challenges faced by residents imposed by age, infirmity, disability, low income or rurality.

Appendices

Appendix A: Summary report of progress with officer comments

Report Author:

Cecilia Murphy-Roads Community Development Officer

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Appendix A: Service Support Grants 2021-2022

Category 1: Independent Living

	2019/20 (£)	2020/21(£)	2021/22 (£)	2022/23(£)*	Total (£)
Arts and Minds	2,500	2,500	2,500	2,500	10,000
Cambs Older People's Enterprise (COPE)	2,000	2,000	2,000	2,000	8,000
Totals	4,500	4,500	4,500	4,500	18,000

*Agreed extension year to all funding greyed on all tables of costs.

Arts & Minds

To provide a rolling series of Arts on Prescription in Cambridge and one series outside of Cambridge for adults experiencing depression, stress or anxiety. To be attended by a minimum of 7 South Cambs residents with an aspirational target of 21.

Number of participants = 10 + 1 carer
South Cambs residents reached = 4

One Arts on Prescription programme was organised over the past twelve months funded by SCDC from Sept to Dec 2021. Another programme run by the charity, 'Creative Excursions' allowed for visits to the museum of Archaeology and Anthropology and the Fitzwilliam Museum, where participants had private access to work directly from collections. Further programmes include pottery for dementia, a choir and a creative café. Having altered delivery of their service over an extended period of time due to the pandemic they were finally able to offer a face-to-face programme at the Cambridge University Botanic gardens. Both the Creative Excursions and the Arts on prescription allowed for social distancing with ease and were COVID 19 friendly.

Arts & Minds have had a challenging few years and in response to that have adopted a new three year strategic plan 2021-24 which will include: a new organisational structure, building a bigger more secure staffing structure, developing programme delivery and referral pathways, fundraising to increase capacity and investing in social media resources and strategy.

STATUS: Below target – unavoidably affected by Covid 19 pandemic and an inability to run face to face sessions.

COPE

To develop the capacity and skills of members of the socially disadvantaged community of older people within Cambridgeshire so they are better able to identify and help meet their needs and to participate more fully in society. To disseminate news and information of interest to older people in South Cambridgeshire and provide representation of older people on some public sector meetings and groups as appropriate.

Membership = 2734 older people, of which 833 are registered in South Cambs.

All COPE members in South Cambs received the Newsletter either by post or if requested electronically. Copies are also sent to Council Offices, Libraries, GP Clinics, and Community Centres. As they have 833 South Cambs members, plus those distributed to councils etc there is approx 950+ distributed in South Cambs either by email or printed.

Social events and outings: Activities cancelled due to the pandemic are being reinstated successfully. Encouraging more groups in villages to socialise with choirs due to the known benefits for dementia sufferers. New members are joining especially due to the website encouraging membership.

Cope have maintained contact with their members, keeping the office open and producing the Newsletter every two months. They have maintained regular phone contact and made contact with each of their 1200 members to ensure they were ok. Fortunately, hardly any were ill, or had been affected.

They continued successfully operating "Talking Together" a free telephone-based series of discussions on specific areas of interest e.g. history, Fitzwilliam museum, gardening, poetry etc. Additional funding also received from City Council, Cambridge Community Foundation and the Evelyn Foundation to keep this initiative going.

STATUS: On Track

Category 2: Advice Services

	2019/20 (£)	2020/21(£)	2021/22 (£)	2022/23(£)	Total (£)
Citizens Advice	85,000	85,000	85,000	85,000	340,000
Disability Cambridgeshire	5,000	5,000	5,000	5,000	20,000
Disability Huntingdon (DISH)	3,000	3,000	3,000	3,000	12,000
Reach	4,110	4,110	4,110	4,110	16,440
Totals	97,110	97,110	97,110	97,110	388,440

Citizens Advice

Specific measures agreed with the four CABx service South Cambridgeshire residents for Year 3 of the funding agreement were as follows:

- Provide a free advice service to South Cambridgeshire residents, recording all client data (using the PETRA reporting system), tracking the number of people helped, topic of advice and repeat visits
- Log outcomes from the advice given, recording the value of income gained, problems resolved, homelessness prevented, and effect on clients
- Measure and record client satisfaction with the services provided and record customer complaints
- Report the nature and number of advice requests generated through the touchscreen kiosks and tablets forming one element of the outreach strategy
- Monitor, on a monthly basis, the quality of advice given, to ensure the advice consistently meets the criteria set out by the CiTA QAA (quality assurance) system

All specific measures will continue to be delivered during the extension year.

Headline figures for services provided by the four CABx for South Cambridgeshire residents during 2021/2022 are as follows:

Number of Clients from South Cambs helped 5081(last year 5451)

Topic areas:

- Welfare rights: 3,482. Mostly Personal Independence Payments (PIP) Employment and Support Allowance (ESA) and Housing Benefit (HB)
- Debt and money advice: 1,439. Mostly tax arrears and fuel debt.
- Housing 1361
- Employment: 966 (this was the 2nd highest at the half year point)

Income gains and debts written off for clients: £3,949,851

A new outreach has been started at Bar Hill by one of their most experienced advisers who lives there and is part of the community.

STATUS: On track

Disability Cambridgeshire

Overall mission is to empower people with disabilities and older people and their families and carers by providing information and advice about their rights, entitlements and the options available to them. Supporting and representing clients during all stages of benefit applications and representation at appeal tribunals where necessary.

The activities of Disability Cambridgeshire's caseworkers have been constrained by the Covid-19 restrictions in force throughout the reporting year. They were unable to undertake home visits or see clients at Addenbrooke's Hospital Advice Centre. All communications with clients were by telephone, post, e-mail or the occasional video call. Also, all caseworkers worked from home throughout the year. All appeal hearings were conducted over the telephone as were accompanied PIP Health Care Professional assessments.

- Income gains for clients amounted to £45,804.20 (last year £81,403.40), mainly in respect of PIP.
- 31 enquiries from residents in South Cambs
- 55% relating to PIP
- 19% of enquiries were from those with physical disabilities
- 19% of enquiries were from those with developmental or learning disabilities
- 49% female

As was the case in the previous year, the processing of claims, reviews, outcomes, mandatory reconsiderations and appeals has been very much delayed by the effects of the pandemic.

NB: They lost their previous Chair last May and more recently have had the Casework Manager and Mental Health Caseworker leave their roles. Therefore, the service that they can provide to clients is affected at present. The Disability Cambridgeshire Board has made the decision to only take referrals via email on advice@disability-cambridgeshire.org.uk . They will only be fulfilling their current binding contractual obligations, which are to help clients who live in Cambridge City or South Cambs, who meet the additional funding criteria. They are working hard to resolve the situation.

STATUS: On track for the reported year

Disability Huntingdon (DISH)

Provide South Cambridgeshire residents with disabilities, and their families and carers, with an advice and information service, at an accessible location or, where necessary, in the client's home.

- 23 clients from South Cambs supported for the period April 2021 – Mar 2022.
Sum of benefits secured £24,100
 - 3 home visits achieved – recently recommenced in last 3 months.
 - 0 face to face visits at the office (moved offices April 2021 and new office did not open to public till Feb 2022)
 - 4 appeal cases – all successful.

STATUS: Below target for face to face and home visits but largely unavoidably impacted by Covid restrictions. Above target (3) for appeal cases.

REACH

To tackle poverty in and around Haverhill, providing outreach debt advice, and income maximisation services via home visits in villages in the South East of South Cambridgeshire with monthly surgeries in Linton.

- 30 families were assisted totalling 58 beneficiaries.
- 5 families with debt issues
- 16 families were assisted with benefit issues
- 11 food boxes distributed

STATUS: On track. They have seen an increase of people reaching out for help after the Covid-19 pandemic, since the associated relief measures have slowed, the reduction in Universal Credit and the current rise in the cost of living.

Category 3: Community Transport

	2019/20 (£)	2020/21 (£)	2021/22 (£)	2022/23 (£)	Total (£)
RDCT	6,000	6,000	6,000	6,000	24,000
Voluntary Network	3,000	3,000	3,000	3,000	12,000
Totals	9,000	9,000	9,000	9,000	36,000

RDCT

Provide a transport service for the benefit of those persons who do not have access to a private car and are unable to use public transport. Their role is to develop, deliver and publicise flexible community transport services across the District in conjunction with other service providers.

- Total number of journeys provided: 2023, 32% increase compared to 2021 with 1530)
- Types of journey: A very wide range of journey types have been recorded but the majority involved medical appointments (29%), and shopping (77%).
- Total no of passengers: 292 (last year 244)
- Total no of villages served: 29

STATUS: On track. Community transport schemes struggled throughout the pandemic with a large fall in the number of passengers and trips undertaken. With restrictions ceasing journey numbers have had a steady increase.

The Voluntary Network

Provide a transport service for the benefit of those persons who do not have access to a private car and are unable to use public transport. Their role is to deliver and publicise flexible transport services to South Cambridgeshire residents in the Haverhill area. Their COVID affected service has been reintroduced since Sept 2021, during that period of hiatus they provided transport using their Dial A Ride service.

They have an ongoing issue with a lack of volunteer drivers, particularly for Group Hire. They are going to launch a volunteer campaign on social media.

Updating all printed marketing material across operational area as most removed from publicity points during COVID.

Total No of journeys provided: 723, in 2020 this figure was 1220

STATUS: Below target but clearly unavoidably impacted by the Covid pandemic and people's inability (for various reasons) to travel. They are making better progress than anticipated.

Category 4: Fit to Learn

	2019/20 (£)	2020/21 (£)	2021/22 (£)	2022/23 (£)	Total (£)
Home Start	4,000	4,000	4,000	4,000	16,000
Totals	4,000	4,000	4,000	4,000	16,000

Home Start Royston

To provide support to families in crisis or under stress in South Cambridgeshire. Key projects were to deliver “Big Hopes, Big Future” school readiness programme to 10 families.

- 10 families referred
- 8 volunteers trained (4 last year)
- Work closely with Health Visitors
- Promotion of project through their website plus contacts with local preschools and schools.
- 3 monthly reviews with families

STATUS: On track. A significant increase in referral rates, through Health Visitors, family support workers and NCT community supporter. Covid has impacted some service delivery - weekly visits have been predominantly face to face but some adjustments made such as walk and talk sessions outside and online in some instances.

Category 5: Support for VCS

	2019/20 (£)	2020/21 (£)	2021/22 (£)	2022/23 (£)	Total (£)
CCVS	10,000	10,000	10,000	10,000	40,000
Totals	10,000	10,000	10,000	10,000	40,000

CCVS

Provide support services to community and voluntary groups in South Cambridgeshire; support and advise parish councils on community related projects and advise on non-statutory governance matters and to provide representation on the behalf of the Voluntary and Community Sector in South Cambridgeshire.

- 647 queries of which 304 (47%) were delivered as 1-2-1 sessions, by video call, phone or extended email, for organisations working across Cambridgeshire.
- 78 of these were around finance or funding.
- 64 online training sessions and support events, three specific events funded by SCDC and badged with logo.
- Networking and communications goals all met, however moving to new email/ newsletter system for councillors in next year as not engaging with comms.
- 38 e-bulletins 883 contacts. Open rate 35.8% Click rate 6.3%

- 2 councillor email 179 contacts. Open rate 13.9% Click rate 0.6%
- 1 parish clerk email 97 contacts. Open rate 35.1% Click rate 3.2%
- 11.5% increased reach across all social media platforms in last 6 months.

SCDC makes an additional contribution of £4000 a year from service budgets towards the cost of the [Support Cambridgeshire Funding site](#). 19% of total users of this 'grant finder' tool (formerly hosted on the Council's website) have a South Cambs postcode.

STATUS: On track

Category 6: Combined Community transport and independent living

	2019/20 (£)	2020/21 (£)	2021/22 (£)	2022/23 (£)	Total (£)
Care Network	18,500	18,500	18,500	18,500	74,000
Totals	18,500	18,500	18,500	18,500	74,000

Care Network Cambridgeshire (CNC)

Support communities to involve local people to support each other both individually and through groups and activities. The funding specifically covers community transport and independent living schemes.

Car Scheme

Develop a care network car membership scheme. Connecting local people with local schemes to improve sustainability.

Four Car Scheme Networking and information events run Oct 21- March 22
 Linked Car schemes with organisations who can help them with practical issues e.g. Community Transport Action
 Provided practical support for car schemes this year, GDPR compliance review with car schemes, developing guidance for drivers in emergencies/ non-emergencies when passengers in distress.
 Offering support re Covid, fuel costs and accessibility.
 CNC thinks there is significant need to provide additional advocacy support through all networks possible to support car schemes with increased cost of living, particularly rises in fuel prices.

Independent Living

Community Development

Undertake community based participatory research activity (extended to include the impact of Covid-19).

Project Catalyst has been able to offer small grants to help both new and re-opening groups cover initial costs such as PPE, insurance or publicity.

CNC joined newly formed East Anglia Good Neighbour Network, launching a virtual Good Neighbour Week programme of training and networking opportunities for local schemes.

Covid impacts on venues, co-ordinators and membership. Community groups concerned with increase in fuel costs and cost of hiring venues – CNC has facilitated solutions to venue and logistical concerns.

All groups that CNC supports in South Cambs are aware of CV-19 recovery and support fund they can access should they need this to re-establish community activity.

Wellbeing

- New publicity for wellbeing provisions
- Staff provisions, 'check and chat' and Trusted Friend volunteer support.
- Received 7 referral with South Cambs.
- Client hospitalisation has disrupted 2 wellbeing interventions
- Regular South Cambs partnership group has evolved with 3 meetings to date of South Cambs professionals networking and collaborating.
- Aim to increase awareness of the wellbeing service and through this the numbers of individuals we support within the South Cambs area.

STATUS:

Independent living – Community development and wellbeing components are being strongly promoted and community groups and voluntary organisations are being proactively supported. On track with grant outcomes.

Community Car Scheme – Demand for the car schemes has returned. All activity to promote, inform and support schemes remain on track.

Category 7: Planning and Economic Development

	2019/20 (£)	2020/21 (£)	2021/22 (£)	2022/23 (£)	Total (£)
Farmland Museum	8,500	8,500	8,500	8,500	34,000
Totals	8,500	8,500	8,500	8,500	34,000

Farmland Museum

Provide a valuable visitor attraction and leisure amenity for the benefit of residents of South Cambridgeshire. Working towards the development of a sustainable business model.

Volunteers are key to the museum business model. In 2020/21 volunteers offered a total of 3,340 hours to the museum. The volunteers reported in a survey that they felt the museum kept them connected and gave them a sense of wellbeing during lockdown and beyond.

Preparations for regular seasonal opening in early April 2021 were hampered by lockdown and Covid restrictions, but they reopened the museum as an outdoor attraction on 15th April, followed by some indoor spaces, with Covid restrictions in place, on 20th May and a full reopening on 22nd July.

Visitor numbers were low initially, given the restrictions in place, but increased as the season progressed, with a 25% increase of visitors between June and October 2021 when compared to the same period in 2019.

STATUS: On track.

Category 8: Housing and Homelessness

Organisation	2019/20 (£)	2020/21(£)	2021/22 (£)	2022/23 (£)	Total (£)
Cambridge Cyrenians	1780	1807	1845	1845	7,277
Cambridge Re-Use (previously known as SOFA)	1800	1827	1865	1865	7,357
Cambridge Women's Aid	8500	8627.50	8809	8809	34,745.50
Total	12080	12261.5	12,520	12,520	49,379.50

Cambridge Cyrenians

The grant from South Cambridgeshire District Council is contributing to the maintenance and upgrade of computers; Cyrenians provide a PC and internet access for residents in each house to enable them to bid on-line for housing, apply for benefits and search for work. This equipment has proved invaluable throughout the pandemic providing residents with more options to remain in contact with friends, family and external support. The Cyrenians also have continued to support residents with applications to Cambridge Online to equip them with their own IT equipment,

enabling them to better engage with online support and families in the privacy of their own room.

During the 2021/22 period the Cyrenians accommodated 21 new residents with a connection to South Cambridgeshire. This represents 22% of the people accommodated over the year having a connection to South Cambs. Although there was a slight decrease in the number of referrals to the service (221 for the period) the number housed in this same period rose to 97. This continues to demonstrate high demand for the service.

Many of the referrals accepted were from ex-offenders who typically come directly from prison, with significant drug and mental health issues and nearly all referrals are for people who have medium to high support needs. Accepting referrals from people with multiple needs does increase the risk of placements breaking down but it is important that housing options continue to be available for clients with more complex housing and support requirements.

In the 2021/22 period there were 9 evictions for rent arrears and 14 residents were evicted due to their behaviour. A further 6 residents were recalled to prison. However despite the pandemic and the challenges in supporting residents with multiple needs, some residents move on successfully into social housing, private tenancies or return to friends and family. There was a 70% planned move on rate.

STATUS: On track

Cambridge Re-Use

Re-use provides low cost household goods to low income families in Cambridge and South Cambridgeshire. Cambridge Re-Use continue to put the grant funding towards the cost of running a furniture van which is used both for collecting donations of household goods and for delivering purchases to customers' homes.

During the financial year 21/22, the work of Re-Use benefitted 236 beneficiaries in total in South Cambridgeshire: 151 adults and 85 children under 16. This is a significant improvement on the numbers supported in 2020/21 when only 36 adults and 18 children from the South Cambridgeshire area were able to benefit from the service. The reduced figure for 20/21 is a direct result of the pandemic and the curbs on social contact. The residue of some of these restrictions continued into 2021 which did have some impact on the business. For example, restrictions in terms of the number of people able to access and move around the store at any time and challenges relating to the collection and delivery of furniture items during the strictest pandemic restrictions. This means that pre-pandemic levels of service have not yet returned, although good progress has been made in resuming the business.

In terms of the customer profile, all households from South Cambridgeshire who utilised the service were wholly reliant in benefits – with no income from work. Of these, 38% of applicants had some form of disability, some of whom continued to experience concerns about venturing out and remaining socially distant from others.

As a result, Re- made a number of improvements to their operations including on-line shopping and payment by phone to help address these concerns.

STATUS: On track

Cambridge Women's Aid's (CWA)

CWA has been providing specialist services to survivors of domestic abuse in Cambridge and the surrounding areas for over forty years.

CWA continues to offer a free and confidential service based in the community to support those affected by domestic abuse, either directly or by supporting those who know them or work with them. The outreach team offer emotional and practical support, including expert guidance and advocacy in navigating systems to help women access their legal, welfare, housing and justice rights. The grant contribution from South Cambridgeshire helps finance the Outreach worker for the South Cambridgeshire area.

Across the year 2021-22, CWA received 261 new referrals directly into the Outreach service (across all areas, not just South Cambridgeshire), with the vast majority of these coming from self-referrals (78%), followed by police notifications and the IDVA service. April-July saw the highest number of new referrals per month, with the lowest new referrals in December 2021 and February 2022. Referrals came from the following areas:

Cambridge city - 122
East Cambridgeshire – 40
South Cambridgeshire – 73
Out of area – 14
Unknown - 12

CWA have continued to offer Zoom, Live Chat, email and telephone support to women, and several women have been supported by the online art group throughout the year. CWA have also worked on setting up a new mental health support group for women, due to start May 2022. During the year, they also built on the existing partnership with St. Catharine's College, Cambridge to be able to offer a survivors' conference planned for Autumn 2022, as well as developing the community education project.

Status: On track

All grant recipients under this theme are delivering planned activities to time and to budget. The impact of the pandemic, including the social distancing measures in place at the start of 2021/22 mean that grant recipients continued to offer adapted service provision such as offering more online options alongside a return to face to face services. Category 8 grant payments for 2022/23 will be paid in early June to recipients.

Notes to help those attending meetings in person at South Cambridgeshire Hall

Notes to help those people visiting the South Cambridgeshire District Council offices – please also refer to the Covid-security measures relating to meetings in the Council Chamber which are on the website page for each relevant meeting.

Members of the public wishing to view the meeting will be able to watch the livestream via the link which will be publicised before this meeting.

Members of the public wishing to attend the meeting in person, please contact Democratic Services at democratic.services@scambs.gov.uk

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 is 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 and Rescue Service.

- **Do not** re-enter the building until the officer in charge or the Fire and Rescue Service 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

We are committed to improving, for all members of the community, access to our 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. The Council Chamber is accessible to wheelchair users. Infra-red hearing assistance systems are available in the Council Chamber and viewing gallery. To use these, you must sit in sight of the infra-red transmitter and wear a 'neck loop', which can be used with a hearing aid switched to the 'T' position. If your hearing aid does not have the 'T' position facility then earphones are also available and can be used independently. You can get both neck loops and earphones from Reception.

Toilets

Public toilets are available on each floor of the building next to the lifts. These include facilities for disabled people.

Recording of Business and Use of Mobile Phones

We are open and transparent about how we make decisions. Public meetings are webcast and are also recorded, but 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. If you do so, the Chair will suspend the meeting until such items are removed.

Disturbance by Public

If a member of the public interrupts proceedings at a meeting, the Chair will warn the person concerned. If they continue to interrupt, the Chair 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 Chair 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 can smoke at any time within the Council offices, or in the car park or other grounds forming part of those offices.

Food and Drink

Until the lifting of Covid restrictions, no vending machines are available. Bottled water is available for attendees at meetings.

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