

Update on small grant allocations and the Tandridge Together Lottery

Community Services Committee Tuesday, 22 June 2021

Report of: Executive Head of Communities

Purpose: To seek agreement on the timescales and criteria for the allocation of small grants from the Tandridge Together Community Fund for 2021/2022.

To inform the Committee of the small grants that were allocated from the Community Fund in 2020/2021.

To update the Committee on the performance of the Tandridge Together Lottery.

Publication status: Open

Wards affected: All

Executive summary:

- This report is being brought to Committee for a decision on the timescales, process and criteria for small grant allocations for 2021/2022. These grants play an important role in helping to support the health & wellbeing of some of the most vulnerable residents in the District.
- It is proposed that the current process for allocating small grants continues and that the Tandridge Health & Wellbeing Board assess applications and recommend funding allocations. It is felt that this Board is best placed to provide a robust and objective assessment process for applications.
- The small grants are allocated from the Tandridge Together Community Fund (TTCF) which is, in turn, funded by sales of tickets in the Tandridge Together Lottery. It is therefore important for the Committee to also monitor the progress of the lottery to ensure that there are adequate funds in the TTCF for future small grant allocations.
- Whilst there has been a slight decline in lottery ticket sales over the past two years, Officers are confident that weekly ticket sales are high enough

for the TTCF to provide a minimum of £20,000 to allocate in small grants for the 2021/2022 process.

This report supports the Council's priority of: Building a better Council

Contact officer Nikki Tagg Projects Specialist (ntagg@tandridge.gov.uk)

Recommendation to Committee:

For the next allocation of the small grants:

- A the application process follows the timetable set out in paragraph 16
 - B the overall total small grants budget be determined in December 2021 based on the money in the Tandridge Together Community Fund. This will be a minimum of £20,000, with any shortfall being met from the Council's future budgets;
 - C the criteria for assessing grant applications for the 2021/2022 process be as per Appendix B; and
 - D the award of any grants to be considered by a sub-group of the Tandridge Health & Wellbeing Board before being taken to the full Board in January 2022 to agree a formal recommendation. The recommendations to be submitted to the Executive Head of Communities for formal agreement.
-

Reason for recommendation:

- The recommended approach for the allocation of small grants is similar to that of previous years. Officers believe the Tandridge Health & Wellbeing Board is well positioned to carry out an objective and thorough review of applications and to provide the Executive Head of Communities with a clear recommendation.
 - The proposed criteria have not significantly changed in the last few years. Each year the Council receives a good number of applications from a wide range of local organisations supporting all sections of the community.
-

Introduction and background

1. The Council historically provided small grants to local organisations to carry out activities which supported residents throughout the District. The total value of the small grants provided was on average £20,000 per year.
2. The Tandridge Together Lottery was launched on 22nd February 2018. It was agreed at this Committee in 2018 that, as part of the Council's Medium Term Financial Strategy (MTFS), a gradual reduction in grant funding provided by the Council would be replaced by funds raised from the lottery.

3. 10 pence from every ticket sale in the Tandridge Together Lottery goes into the Tandridge Together Community Fund to be allocated as small grants. People purchasing tickets for the lottery have the option to nominate a good cause to receive another 50 pence. If no good cause is chosen, then 60 pence from the £1 ticket goes into the Community Fund. Approximately one third of people do not choose a good cause.
4. The amount within the Community Fund is constantly changing and increasing as people purchase tickets. Due to this uncertainty, it was agreed at the Community Services Committee in June 2019 that the minimum amount allocated in small grants should be £20,000 with the Council making up any shortfall, if necessary, from future budgets.
5. The Tandridge Health & Wellbeing Board (THWB) began assessing applications for small grants on behalf of TDC in 2018 and at the Community Services Committee in 2018 it was agreed that the THWB should continue to assess and recommend funding allocations on an annual basis.
6. The THWB membership consists of a wide range of partners including Surrey County Council, Health, Education, the voluntary sector and leisure organisations. The Board is chaired and vice-chaired by Councillors from the Council.

Agreed grant allocations for the 2020 / 2021 process

7. The applications for small grants opened between September and November 2020. A total of 47 applications were received from local voluntary and community organisations with applicants requesting grants ranging from £450 to the maximum £2,000. The total amount requested was £78,709.
8. The total budget from the Community Fund was £24,500 which included a donation of £1,500 from Ridge Radio who raised money for the Community Fund as part of their annual summer fundraising event.
9. A sub group of the Tandridge Health & Wellbeing Board met in December 2020 to review the applications and propose grant allocations. These were subsequently reviewed and agreed at the Health & Wellbeing Board meeting in January 2021. Whilst assessing the grant applications, consideration was given to ensure grants were given to organisations supporting residents throughout all parts of the District. Consideration was also given to ensure that as many vulnerable sectors within the community, for example the elderly, carers, young people with autism, people with physical disabilities, were met.

10. The following 17 local organisations were awarded a full or partial grant as part of the process. A complete list with additional information is included in Appendix B.
- Bletchingley Skills Centre
 - Kaleidoscope CIC
 - Caterham and Warlingham Citizens Advice Bureau
 - Creative Community Hurst Green
 - Crossroads Care Surrey
 - Delight
 - Oxted Young Persons Theatre
 - Outwood Parish Council
 - Stripey Stork
 - Surrey Hills Society
 - Tandridge Voluntary Action
 - The Breck Foundation
 - The Clockwork Charitable Trust
 - The Ryan MS Therapy Centre
 - The Kezi Silverstone Trust
 - The Woodhouse Centre
 - Viewpoint Centre CIO
11. Challengers were initially allocated £1,000 to contribute towards their Caterham Youth Scheme for disabled young people. Unfortunately, due to the Covid pandemic this scheme is no longer running and so they declined the grant. Their funding was reallocated and the above list takes this into account. All grant payments were made in the first quarter of 2021.
12. Due to the Covid-19 pandemic, a number of organisations who received a grant in the 2019/2020 process were unable to spend their grant in the allocation time period. Due to these special circumstances, all organisations were given an additional 12 months for the money to be spent on the agreed project.

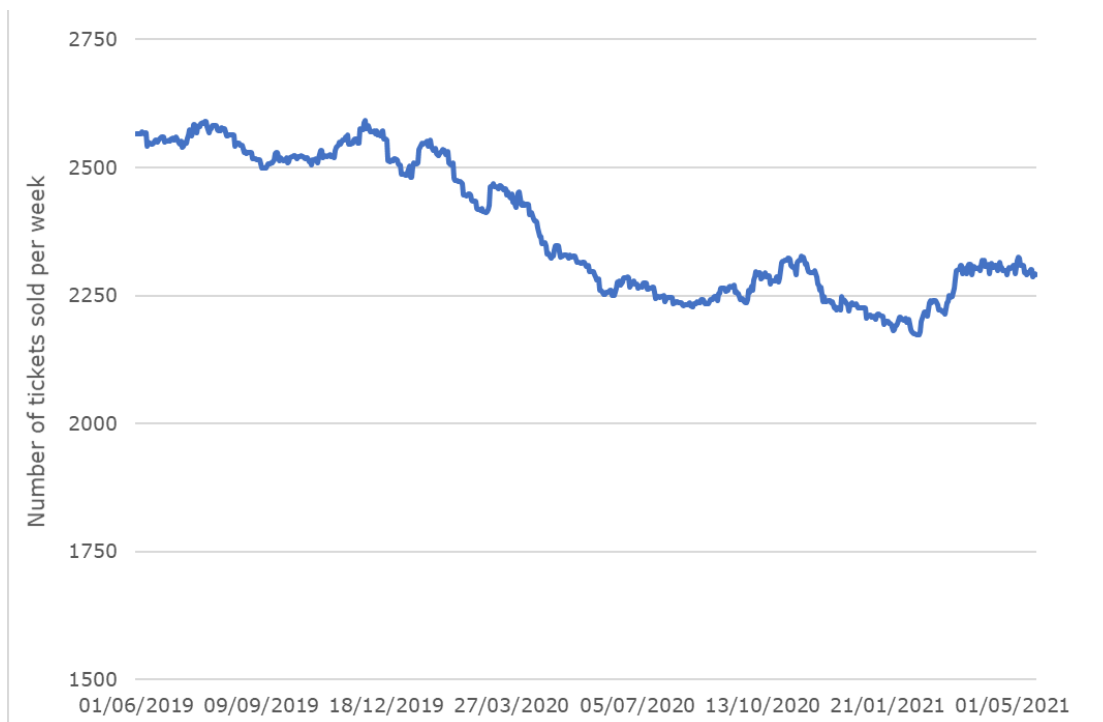
Proposal for 2021 / 2022 small grant process

13. The criteria for the allocation of small grants was reviewed by the Tandridge Health & Wellbeing Board at their meeting on 14th April 2021. It was agreed that the current criteria, included in Appendix B, was comprehensive and should continue to be used. The only suggestion was that the following addition be made: "National charities and organisations must demonstrate that the grant will be used to support the Health & Wellbeing of residents living in Tandridge". This suggestion is in recognition that there may be national charity or organisation, without a presence in Tandridge, that may have developed a significant virtual offering over the past 12 months. It was agreed that these organisations should not be excluded if their offering was beneficial to, or supported, vulnerable residents in the district.

14. As with previous years, it is recommended that local organisations who have been successful in previous rounds of funding will be eligible to apply again in 2021/2022 if they meet the criteria.
15. It is also recommended that a maximum cap of £2,000 per application continues to apply.
16. The timescales of previous years have worked well and so the proposed timescales for the 2021/2022 process are:
 - Application forms to be made available from the beginning of September 2021
 - Deadline for the submission of applications end November 2021
 - Review of applications by sub-committee of Health & Wellbeing Board in November / December 2021
 - Recommendations referred to the Health & Wellbeing Board January 2022
 - Applications determined by Executive Head of Communities in February 2022
 - Decisions communicated to Community Services Committee in June 2022

Update on Tandridge Together Lottery

17. The Tandridge Lottery was launched on 22nd February 2018. Tickets are £1 and there are weekly on-line draws with a top prize of £25,000. In August 2020 a resident from Oxted won the £25,000 jackpot and there have been 12 £2,000 winners to date since the lottery was launched.
18. As mentioned earlier in the report, 50 pence of each £1 ticket sold goes to the buyer's chosen good cause, with an additional 10 pence going into a "Community Fund" for TDC to distribute in the form of small grants.
19. Since its launch, 168 good causes have signed up ranging from school associations and local sports clubs to animal charities and village halls. Many of the good causes receive over £100 per month from ticket sales. Consistent marketing of the lottery has led to a steady increase in the number of causes signing up to be part of the lottery. On average, 10 new good causes are signing up per annum.
20. The increase in the number of good causes has not related to an associated increase in ticket sales. As can be seen in the graph below, there was a sharp decline in ticket sales at the beginning of the first lockdown in 2020, but ticket sales have slightly increase again since the beginning of 2021.
21. There are still over 1,000 players per week, purchasing on average 2 tickets per week.



22. The drop in ticket sales has had a direct impact on the total amount of money received in the Community Fund over the past few years as outlined in the table below. This, in turn, has a knock-on effect on the number of small grants that the Council can provide.

Financial Year	Contribution to Community Fund
2018 / 2019	£33,643
2019/ 2020	£30,102
2020 / 2021	£26,418

23. Whilst this number is decreasing, the Council is confident that at least £20,000 will be available in small grants for the 2021/2022 process. It should be noted that the Council always keeps a minimum amount in reserves in the Community Fund account. The reason a reserve is maintained is to accommodate any in year funding shortfalls. Also if the Council decided to cease operating the Tandridge Together Lottery there would be sufficient funds to balance off, and close down, the lottery.
24. It was always anticipated that ticket sales would be higher at the launch of the lottery, as people are initially enthusiastic about a new initiative, so we expected sales to drop off slightly. The pandemic has also had an impact on some resident's short, and possible longer term, finances. The Council carries out proactive marketing on it's social media channels and will carry out a sustained new campaign in the Autumn to target the good causes with low tickets sales, to attract new causes and to raise the profile of the benefits of buying tickets.

Other options considered

25. If a sub-group of the Health & Wellbeing Board did not assess the applications, then either a group of Officers or a sub-group of the Community Services Committee would need to be established. The number of applicants, the time required to review the applications and the potential sensitive nature of the requests would make it impossible for them to be reviewed during a formal Committee Meeting.
26. It was felt that the Tandridge Health & Wellbeing Board was best positioned to carry out the initial review and that District Members were represented on the Board to present their views.

Key implications

Comments of the Chief Finance Officer

The recommendations of the report are funded from the successful Tandridge Together Lottery funds which are collected each year. The lottery has continued to generate funds throughout the COVID 19 period.

There are no capital implications contained within the recommendations.

Comments of the Head of Legal Services

The Council has the power to award grants funded from the Tandridge Together Lottery Fund to organisations using its general power of competence in section 1 of the Localism Act 2011. In exercising the power, the Council must satisfy its public law duties. This means that in making the decision the Council must have taken into account only relevant considerations, followed procedural requirements, acted for proper motives and not acted unreasonably. The Tandridge Health & Wellbeing Board provides a consistent basis upon which grants are awarded and reviewed and is a clear statement of the criteria that the Council is applying when considering applications. Compliance is also essential if the Council is to defend any challenge to its decision-making process.

There are no other corporate implications arising from this proposal.

Equality

By continuing to provide financial support to voluntary sector organisations, we are able to support the elderly and most vulnerable residents within the district. There are no proposals within this report to reduce the level of small grants provided.

Climate change

There are no significant environmental / sustainability implications associated with this report

Appendices

Appendix A - 2020/2021 allocation of small grants

Appendix B - The Tandridge Together Community Fund - proposed criteria for 2021/2022

Background papers

None