

Tandridge Together Community Fund Grant Allocations

Community Services Committee Thursday, 16 June 2022

Report of: Executive Head of Communities

Purpose: For decision

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 in 2022/2023. These grants continue to 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.
 - There had been a slight decline in lottery ticket sales over the past couple of years, but since January a number of new good causes have signed up to the lottery and a dedicated communications campaign has resulted in an increase in ticket sales. Officers are confident that there will be adequate funds in the TTCF to provide a minimum of £20,000 to allocate in small grants for the 2022/2023 process.
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This report supports the Council's priority of: Building a better Council

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Recommendations to Committee:

For the allocation of small grants in 2022/2023:

- A. the application process to follow the timetable set out in paragraph 14
- B. the overall total budget for small grants to be determined in December 2022 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 2022/2023 process be as per Appendix B and
- D. the award of grants to be considered by a sub-group of the Tandridge Health & Wellbeing Board before being taken to the full Board in January 2023 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 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. This year we received applications from both repeat and new applicants.

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 by a Councillor from the Council.

Agreed grant allocations for 2021/2022

- 7 The applications for small grants opened between September and November 2021. A total of 38 applications were received from local voluntary and community organisations with applications requesting grants ranging from £145 to the maximum £2,000. The total amount requested was £66,984. This was slightly lower than the previous year when we had 47 applicants requesting £78,709.
- 8 A sub group of the Tandridge Health & Wellbeing Board met in December 2021 to review the applications and propose grant allocations. These were subsequently reviewed and agreed at the Health & Wellbeing Board meeting in January 2022.
- 9 Whilst assessing the grant applications, consideration was given to ensure grants were given to organisations supporting residents throughout all parts of the District. This year the focus was on initiatives which encouraged residents to start re-socialising in person following the many restrictions imposed during the pandemic.
- 10 The following 20 organisations were awarded a full or partial grant. A complete list with additional information is included in Appendix A.
 - Active Prospects

- Bletchingley Bowls Centre
- Bletchingley Skills Centre
- Bloomin' Arts Limited
- Caterham and District Round Table
- Citizens Advice Caterham & Warlingham
- Citizens Advice Oxted & District
- KAPOW (kids and parents of Outwood)
- Lingfield & District Flower Club
- Make a Scene
- Sight for Surrey
- St Peter & St Paul PTA
- Tatsfield Not So Young Club
- The Deacon Centre
- The Ryan MS Therapy Centre
- The Westway Centre
- The Woodhouse Centre
- Viewpoint Centre CIO
- YMCA East Surrey
- Young Epilepsy

Proposal for 2022/2023 small grant process

- 11 The criteria for the allocation of small grants was reviewed by the Tandridge Health & Wellbeing Board at their meeting on 27th April 2022. It was agreed that the current criteria, included in Appendix B, was comprehensive and should continue to be used.
- 12 As in previous years, it is recommended that local organisations who have been successful in previous rounds of funding will be eligible to apply again in 2022/2023 if they meet the criteria.
- 13 It is also recommended that a maximum cap of £2,000 per application continues to apply.
- 14 The timescales of previous years have worked well and so the proposed timescales for the 2022/2023 process are:
 - Application forms to be made available from the beginning of September 2022
 - Deadline for the submission of applications end November 2022
 - Review of applications by sub-committee of Health & Wellbeing Board in December 2022
 - Recommendations referred to the Health & Wellbeing Board January 2023

- Applications determined by Executive Head of Communities in February 2022
- Decisions communicated to Community Services Committee in June 2023

Update on the Tandridge Together Lottery

- 15 The Tandridge Together Lottery was launched in 2018. Tickets are £1 and there are weekly draws with a top prize of £25,000. To date there have been 1,143 winners of cash prizes including 1,018 winners of £25, 109 winners of £250, 15 winners of £2,000 and 1 winner of the £25,000 top prize.
- 16 Since its launch 173 good causes have signed up to the lottery, which is an increase from 169 good causes at the same time last year. The good causes range from school associations and local sports clubs to animal charities and those organisations supporting vulnerable residents.
- 17 The lottery saw a decline in ticket sales at the start of the pandemic, but after a dedicated marketing, campaign tickets sales have increased again since the start of the year. We currently have over 1,000 players purchasing over 2,000 of tickets per week.
- 18 Ticket sales have a direct correlation with the money received in the Community Fund and 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
2021/2022	£25,872

- 19 We are confident that at least £20,000 will be available in small grants for 2022/2023. The Council keeps a minimum amount of reserves in the Community Fund account 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.

Other options considered

- 20 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.

- 21 It was felt that the Tandridge Health & Wellbeing Board was best positioned to carry out the initial review and that District Members are represented to present their views.

Key implications

Comments of the Chief Finance Officer

It is anticipated that the recommendations of the report will be 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 and no contribution from TDC budgets has been required over the last four years. This should continue to be kept under review as, with a commitment to fund at least £20,000 of grants, any shortfall in lottery funding will need to be found from within the Community Services committee's budget envelope.

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 legal implications arising from this report.

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 levels of grants provided.

Climate change

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

Appendices

Appendix 'A' - 2021/2022 allocation of small grants

Appendix 'B' - proposed criteria for 2022 / 2023

Background papers

None

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