

SotB Neighbourhood Committee

29 June 2021

Community Grants Programme

Report by Assistant Director Culture, Communities and Engagement

Purpose

To consider the Four applications for a Neighbourhood Community Grant (NCG) and, to agree the Committee's Councillor Ward funding arrangements for the 2021/22 municipal year.

Recommendations

That the committee considers:

1. An application for a £168 Neighbourhood Community Grant from Kingston Tour Guides and the Kingston Heritage Service as set out in paragraphs 5-10 of the report
2. An application for £1250 to support the work of the Hook 2 Minute Litter pick as set out in paragraphs 11 - 16 of this report
3. An application for £3000 to support the Sharing Lives (Men's Shed) project as set out in paragraphs 17 - 22 of this report
4. An application for £3000 to support funding for a floodlight generator for the Corinthian Casuals Youth Football Section as set out in paragraphs 23 - 29 of this report
5. An application for £2739.30 to support funding for the development of the Chessington Unity Running Club as set out in paragraphs 30 - 34 of this report
6. Whether it wishes to amend it's working arrangements for the allocation of Councillor funding as set out in paragraphs 35 - 37 of this report.

Benefits to the Community:

To encourage local voluntary and community sector organisations, faith groups, charities and not-for-profit organisations to access funding and expand their capacity.

Key Points

- A. There are three different funding sources under the new Community Grants Programme available for Neighbourhood Committees and Ward Members to support and encourage local voluntary and community activity in their neighbourhoods.
- B. The Committee is being asked to consider an application for a Neighbourhood Community Grant from Kingston Tour Guides and the Kingston Heritage Service. The agreed guidelines for the Neighbourhood Community Grants programme are attached as **Annex 1**. A summary of the application is set out in paragraphs 5-10 of the report.
- C. At the start of each municipal year the Committee has an opportunity to review its working arrangements for the allocation of Councillor Ward Funding and to agree

any amendments Members may wish to make to the governance of the programme for the forthcoming year. The options available to the Committee are detailed in paragraphs 11-13.

Context

1. There are three different funding sources under the new Community Grants Programme available for Neighbourhood Committees and Ward Members to support and encourage local voluntary and community activity in their neighbourhoods, as follows:
2. **Neighbourhood Community Grants** (previously known as Your Kingston Grants and New Initiatives Grants), of up to £3,000 per application, are available to fund projects/ activities/ services to benefit communities in each of the four neighbourhood areas. Each Neighbourhood is awarded £20,000 per annum, which is reduced as Neighbourhood Community Grants are awarded throughout the financial year.
3. **Councillor Ward Funding**, at £2,000 per Councillor per financial year, will remain at the discretion of individual Ward Councillors unless the Neighbourhood Committee has decided to pool all or part of the Councillor Ward Funding budget.
4. **Community Infrastructure Levy** (CIL) must be spent on infrastructure needed to support development in the Borough. The upper limit of funding to apply for will be the amount allocated to each Neighbourhood Area - allocation will vary by Neighbourhood and is not time limited.

Neighbourhood Community Grant (NCG) application(s)

Kingston Tour Guides/ Kingston Heritage Service - Kingston Postcard Competition - £168

5. Minimum Standards Dashboard

Minimum Standard	Met (Y/N)
Does the group have a written constitution or memorandum and articles or set of rules that establishes that it is a voluntary, community, faith or other not-for-profit organisation?	Yes
Has the group demonstrated how surpluses are re-invested if the group is a not-for-profit organisation?	Kingston Tour Guides is a not for profit, voluntary organisation funded partly by donations and partly by a grant from Kingston Council.
Does the group have a management committee or board of trustees with at least three members?	Yes
Does the group have a bank or building society account in the name of the organisation?	Yes
Does the group have at least two unrelated people to authorise cheques and make withdrawals?	Yes
Does the group have an accounting system such as annual accounts to record income and expenditure?	Yes
Has the group shown that it does not have an ongoing deficit that the grant application could be used to fill?	Yes

6. Kingston Tour Guides, working with the Kingston Heritage Service, have applied to all four Neighbourhood Committees for a combined total of £673 of Neighbourhood Community Grant funding to support their inaugural Kingston Schools Postcard Competition.
7. The competition, for all primary school pupils in the borough, which ran up until 28th May 2021, was to design a postcard inspired by Kingston's heritage. The organisers invited every primary school in the borough to submit one entry per class and a panel of judges have selected seven winners from across the borough, one for each year group.

8. The aim of the competition is to encourage pupils to take an active interest in the borough's heritage and to promote all four neighbourhoods' heritage sites through the creation and sending of postcards. Winning postcards will be professionally printed and made available for sale at the Kingston Heritage Centre. Going forward, Kingston Tour Guides hope to continue to run the competition as a biennial event and to encourage even more schools to take part in future.
9. Equating to £168.25 per Neighbourhood Committee, the Neighbourhood Community Grants funding will be used to pay for the printing of the winning entries as well as to provide a book token as a prize for each winner. Each school which submits a winning entry will be given 350 postcards of the winning design, Kingston Museum will be given 150 copies and each individual winner will be given 50 copies of their own. Any profit generated by the sale of the postcards will be returned to the winning schools to use as they see fit.
10. This application was submitted at the end of last year's Community Grants Programme and has become, in part, a retrospective application due to the delayed start to the Neighbourhood Committees' municipal years which has been brought about by a return to in person meetings and the new timetables required to facilitate these changes. Although the adopted NCG guidelines discourage retrospective grant applications it was agreed, following consultation with all four Neighbourhood Chairs, Co-Chairs and Vice Chairs, to bring forward this application for consideration given that the delay was beyond the control of the applicant.

2 Minute Litter Pick (Hook) Joint Application with the Sunray and Egmont Community Residents Association (SECRA) Total Grant Application for £2500, £1250 from SotB and £1250 from Surbiton NHC.

11. Minimum Standards Dashboard

Minimum Standard	Met (Y/N)
Does the group have a written constitution or memorandum and articles or set of rules that establishes that it is a voluntary, community, faith or other not-for-profit organisation?	Yes
Has the group demonstrated how surpluses are re-invested if the group is a not-for-profit organisation?	2 Minute Litter pick is a not for profit organisation with funds going into purchasing equipment.
Does the group have a management committee or board of trustees with at least three members?	Yes
Does the group have a bank or building society account in the name of the organisation?	Yes
Does the group have at least two unrelated people to authorise cheques and make withdrawals?	Yes
Does the group have an accounting system such as annual accounts to record income and expenditure?	Yes
Has the group shown that it does not have an ongoing deficit that the grant application could be used to fill?	Yes

12. The 2 minute Litter (Hook) undertakes one litter pick a month, on the last Sunday in the month and works alongside the Secra Group who also undertake one litter pick a month, on the first Saturday of the month. This application is a joint application to both the SotB NHC and the Surbiton NHC for £2500 of Neighbourhood Grant Funding to support ongoing litter picks. (£1250 per Neighbourhood)

13. The litter picks operate from March to December every year and if granted the funding would allow for the purchase of additional litter pickers and protective equipment (gloves, bags and hand gels) as well as allow for the wider publication of the events, either by the purchase of advertising space as required but more specifically the purchase of 10 Litter Pick Boards. These are placed out whenever the groups undertake picks and have generated interest and membership of subsequent events.

14. On average each participant undertaking a litter pick will fill at least one bag with rubbish and in the case of Hook and Secra events there are usually at least 15 volunteers taking part in each event.
15. It is unfortunately clear that the incidents of littering and fly tipping have increased recently and without groups such as these all too often the litter remains in situ for far too long, leading inevitably to more litter being dropped, and if left unchecked a real visible deterioration of the public spaces within the neighbourhood.
16. In addition to the obvious benefits to the community by way of looking cleaner and more cared for, the Litter Picks are a great way in bringing communities together, across generations in a way that makes participants feel more positive about where they live and without doubt instills in the participants a sense of pride.

Sharing Lives (Men's Shed Project) Grant Application for £3000

17. Minimum Standards Dashboard

Minimum Standard	Met (Y/N)
Does the group have a written constitution or memorandum and articles or set of rules that establishes that it is a voluntary, community, faith or other not-for-profit organisation?	Yes
Has the group demonstrated how surpluses are re-invested if the group is a not-for-profit organisation?	Registered Charity
Does the group have a management committee or board of trustees with at least three members?	Yes
Does the group have a bank or building society account in the name of the organisation?	Yes
Does the group have at least two unrelated people to authorise cheques and make withdrawals?	Yes
Does the group have an accounting system such as annual accounts to record income and expenditure?	Yes
Has the group shown that it does not have an ongoing deficit that the grant application could be used to fill?	Yes

18. The Sharing Lives Charity have submitted a Grant Application for £3000 to support the further development of the Men's Shed project at the King's Centre in SotB. If granted the money would assist to pay for 50% of the cost of a portacabin rental on site (the other 50% being contributed by the King's Centre) and the purchase of tools to be used by the project. As the project has expanded and drawn participants with a wider range of needs the original tools donated to the project have become worn and in some cases not safe for further usage. A list of the tools that will be purchased with the funding includes

- a. A Folding table saw £499.95
- b. A power planer and accessories £799.95
- c. A compressor and accessories £213.80
- d. Nail Gun £75

The remaining amount (£211.30) will be spent on ironmongery , nails for the nails gun etc.

19. The original grant application by the group was made in the last financial year but not in time for the last committee. That application was to pay, in part, for the provision of a disability access path for the community garden. This part of the project has been completed , as it was time dependent using funds set aside for the tools, hence the slight update in the application.

20. The Men's Shed project opened just over 3 years ago and was able to provide men with a safe space to share time, experiences and work on projects free of charge, linked in some cases to the community garden. Participation is free of charge to the user. Loneliness is a well documented problem for some older men, specifically once they have retired. This project helps address this and so has a positive impact on participants mental and physical health and wellbeing. The users of the Men's shed report feeling an increased feeling of worthiness and enhanced self esteem as a result of the items they create in the shed. Such projects include the restoration of wooden seats and the creation of raised beds for the Community Garden.

21. The project started having space for just 7 men, this has risen to 20 with the availability of the portacabin, rather than the use of space in the King's Centre. Further expansion is expected with the project being able to open all day on a Wednesday as opposed to the current Wednesday morning slot. It is noteworthy to point out that referals have increased from agencies such as Staywell and the Kingston Mental Health Team and the project currently has a waiting list to attend the Men's Shed project. 90% of current participants in the project are from the SotB Neighbourhood.

22. In summary the aims of the project are to improve participants' physical and mental health and well being and to reduce isolation by providing a place to meet.

Corinthian Casuals FC - Youth Section Grant Application for £3000 as a contribution towards the purchase of generator operated floodlights.

23. Minimum Standards Dashboard

Minimum Standard	Met (Y/N)
Does the group have a written constitution or memorandum and articles or set of rules that establishes that it is a voluntary, community, faith or other not-for-profit organisation?	Yes
Has the group demonstrated how surpluses are re-invested if the group is a not-for-profit organisation?	Yes
Does the group have a management committee or board of trustees with at least three members?	Yes
Does the group have a bank or building society account in the name of the organisation?	Yes
Does the group have at least two unrelated people to authorise cheques and make withdrawals?	Yes
Does the group have an accounting system such as annual accounts to record income and expenditure?	Yes
Has the group shown that it does not have an ongoing deficit that the grant application could be used to fill?	Yes

24. Corinthian Casuals FC (Youth Section) have submitted a NHG application for £3000 to support the purchase of a replacement generator to enable continued winter training for it's youth teams. Two generators are required to support winter training and one has developed a fault whereby it is uneconomic, if not impossible to repair. The Clubs' desire is to replace this generator with a model with LED lighting. Whilst more expensive they recognise that this is environmentally beneficial and sets an excellent example to those who participate in the training.

25. The funding gap is being made up by team and pitch sponsorships as well as other fund raising ventures. An aspiration of the club is that by attracting grant and other funding to this project they will not have to raise their own subscriptions as they feel this could well price some participants out of the club which is of course to the detriment of all concerned. They are keen to promote football to all of the community and not just to those who are in a position economically to afford any membership fees.

26. The club currently runs 25 teams across the youth spectrum from aged 5 right through to under 18 level. These participants are drawn mainly from the Tolworth, Hook and wider SotB Communities and play and train at the club where the ethos is around developing players to be the best that they can be through teamwork, training and where age groups permit organised competition. Training these teams would be severely hampered if a replacement generator could not be sourced to enable training to continue.

27. A total of around 350 participants currently benefit from playing in one of the Corinthian Casuals Teams. Those participants obviously benefit from the positive impact that being active has on their mental and physical health and wellbeing, and of course how being part of a team can aid development.

28. A wider impact of the success of the club in attracting local families is the sense of belonging and community that this fosters as well as influencing the parents and guardians of those participants to become volunteers themselves.

29. The Corinthian Casuals Youth Section are independent of the Corinthian Casuals adults football team and attract no funding from that club.

Chessington Unity Running Club - Grant Application for £2739.30

30. Minimum Standards Dashboard

Minimum Standard	Met (Y/N)
Does the group have a written constitution or memorandum and articles or set of rules that establishes that it is a voluntary, community, faith or other not-for-profit organisation?	Yes
Has the group demonstrated how surpluses are re-invested if the group is a not-for-profit organisation?	Yes
Does the group have a management committee or board of trustees with at least three members?	Yes
Does the group have a bank or building society account in the name of the organisation?	Yes
Does the group have at least two unrelated people to authorise cheques and make withdrawals?	Yes
Does the group have an accounting system such as annual accounts to record income and expenditure?	Yes
Has the group shown that it does not have an ongoing deficit that the grant application could be used to fill?	Yes

31. The Chessington Unity Running Club have submitted a NHG application for £2739.30 to support the development and expansion of the running club.

Items to be purchased are itemised below

Storage shed (metal 6'6" x 6'8")	£469
High visibility tabards (30)	£120.30
AED external defibrillator	£870
English Athletics Run leader courses and safe-guarding courses for eight members	£1280
Total	£2739.30

32. The storage shed will be located within the confines of Churchfields and will be used to store clothing whilst participants exercise in addition to the tabards and the AED. It is hoped that by providing this location to securely store clothes that participants will look to make their way to the location on foot in place of using vehicles. The AED will be of a mobile type and again the aspiration is that it can be used by other groups that exercise at Churchfields. This links into a Grassroots

Football aspiration of having an AED available at all occasions where grassroots football is undertaken and can only be seen as a positive.

33. Chessington Unity Running Club has experienced phenomenal growth, only being formed on the 29th March 2021. Whilst only initially anticipating 20 to 30 members during the first 6 months the club already had 84 members. Membership at all levels is accepted from fast walkers through to fast runners of all adult ages. Membership age in the club ranges from 18 to 72. The Safeguarding part of the grant application seeks to permit the club to expand further to those under 18 by training up to 8 members of the club, via English Athletics, in Safeguarding.
34. By engaging all ages in athletics the running club will support the development of a more healthy community within the SotB neighbourhood. It will assist our communities to enhance their physical and mental health and wellbeing and of course membership of any club will help address any feelings of isolation. I understand from the Grant Application that this is also the only running club in the South of the Borough Neighbourhood. This club has set out to attract membership from all of our Neighbourhoods residents in our Neighbourhood.

Councillor Ward Funding - Working Arrangements

35. The Councillor Ward Funding (CWF) scheme was first introduced in 2016/17 to provide local Councillors with the ability to award flexible, small and timely funds for local initiatives within their Ward. The overall aim of the fund has always been that its use should enhance the social, economic or environmental well being of the Ward community and residents' quality of life.
36. When the CWF scheme was first introduced these funds were allocated individually by Ward Councillors to local projects. However, at the start of the 2019/ 20 municipal year, as part of the introduction of the current iteration of the Community Grants Programme, Neighbourhood Committees were given the opportunity to collectively pool this resource in order for it to be allocated by the Neighbourhood Committee rather than by individual Members.
37. As this is the first Committee meeting of the 20/21 municipal year, the SotB Committee is being asked to consider whether it wishes to continue with its current approach of allocation of £2000 per individual Ward Councillor or if it wishes to alter its approach.
- Options available for discussion are
- A. The process to remain the same and allocate £2000 to each Ward Councillor.
 - B. To put all the funds into a SotB Neighbourhood Grant pot. Decisions on spend would then be made at NHC in the same way as current Neighbourhood Grants
 - C. A “hybrid” process where Ward Councillors retain £1000 to allocate as per the current process (option A) and £1000 is allocated to the Neighbourhood Grant pot as detailed in option B.

Financial Context

38. The Council is operating in an increasingly challenging financial environment. Kingston faced a number of financial challenges in the medium to longer term - even before the COVID-19 outbreak, which has further added to these challenges. The economic and financial consequences of the pandemic, growing demand for services, and limited government grant funding make it difficult to find adequate funds to meet the Borough's needs.
39. The future of local government finance faces a significant level of uncertainty. The impact of the Fair Funding Review and a future review of business rates is currently unknown, and the lasting effects of COVID-19 on our residents, local businesses and the Council itself remain uncertain.
40. Despite these challenges the Council has a drive and commitment to ensure it is doing the best for residents and communities.

Resource Implications

- 41.No additional resources will be required. This will be delivered within budget by existing resources and operates within Financial Regulations.

Legal Implications

- 42.Part 11 of the Planning Act 2008 provides for the imposition of the Community Infrastructure Levy. The Community Infrastructure Levy Regulations 2010, as amended, (the Regulations) implement the detail of the CIL using powers provided in Part 11 of the Act, including specifying how the CIL should be spent by charging authorities. The Government has also issued Planning Practice Guidance on the CIL.
- 43.Provided the CIL is spent in accordance with the restrictions contained in the Regulations and the Guidance there should be no legal implications arising from the Report.
- 44.The award of community funding grants and councillor ward funding grants by the Neighbourhood Committee or councillors should not give rise to any legal implications provided the grants are distributed in accordance with the relevant criteria to appropriate persons, bodies or organisations.
- 45.Under Section 149 of the Equality Act 2010 (the 2010 Act) the Council must, when exercising its functions, including considering applications for grant or CIL funding, have due regard to the need to eliminate discrimination, harassment and victimisation and other prohibited conduct, to advance equality of opportunity and to foster good relations between those who share a 'protected characteristic' under the 2010 Act and those who do not . A 'protected characteristic' is defined as age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation. Marriage and civil partnership are also protected characteristics for the purposes of the duty to eliminate discrimination.

Equalities Impact Assessment

- 46.A full EQIA was carried out during the Neighbourhoods Review, this included the consideration of grants and grant allocations.
- 47.There are no known direct equalities impacts arising from the decisions set out in this paper however, Community Groups funded through these grants will need to consider equalities when planning their projects and/ or submitting bids.

Health & Air Quality Implications

- 48.Organisations and groups are encouraged to submit grant applications that promote the health and wellbeing of their local communities.

Road Network Implications

- 49.Grant awards are unlikely to impact on local road network or Parking issues. However, in the event of a grant being considered where road closures may apply i.e. street play/ playing out/ community road party, the Neighbourhood Manager will review and liaise with Highways and road network officers.

Background papers

- None other than those referred to in this report

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