

# Record of decision taken under delegated powers by a council officer



Title:	<b>YOUR FUND SURREY APPLICATION – CAMBERLEY MEN’S SHED</b>
Divisions Affected:	<b>Surrey Heath - Camberley West – David Lewis</b>
Key Decision:	No Note: This record relates to a decision which impacts solely on one division as set out above.
Reason Key:	N/A
Decision taken under delegation by virtue of:	<b>Cabinet/ Committee decision Cabinet 21<sup>st</sup> July 2020 Min Ref: 112/20 COMMUNITY PROJECTS FUND [Item 10] <a href="#">Link</a></b>

## Summary

This decision record sets out the key information for publication on the decision by the Executive Director for Customer and Communities to approve expenditure for a Your Fund Surrey project located in Camberley West. The agreed recommendations are set out below on the face of this decision record. Details on the project are set out in the Decision Report as an annex to this record.

## Decision made

### Decision made:

It was AGREED that:

- To fund project CF346 for the full amount requested of £14,000.**

### Reasons for Decision:

These decisions are to enable expenditure from the Your Fund Surrey to be awarded to a project which has been the subject of a rigorous assessment process by officers, as set out in Annex 1.

Officers consider the project to meet the aims and published criteria of the fund and to satisfy the requirements to award funding, the project has been further considered by the Your Fund Surrey Advisory Panel.

Decision taken by:	<b>Marie Snelling - Executive Director of Customer and Communities</b>
Decision taken on:	<b>24/02/2023</b>
To be implemented on:	<b>24/02/2023</b>

**Alternative options considered**

N/A

**Summary of any financial implications**

This project that has been approved for funding and has been through the due diligence and agreed governance process.

Cabinet agreed in July 2020 the funding for these projects will be drawn from the £100m of capital funding allocated to Your Fund Surrey within the Capital Programme.

Cabinet agreed in July 2020 to establish a core team to manage the delivery of the fund and risks associated with it, funded from the Corporate Feasibility budget.

**Declarations of conflicts of interest**

None

**Consultation/Process Followed**

Decision taken in consultation with Cllr Denise Turner Stewart, Cabinet Member for Communities and following Your Fund Surrey Advisory panel review.

**Background Documents**

**Annex 1** – Your Fund Surrey Decision Report CF346 Camberley Men's Shed

Exempt:

No

## Your Fund Surrey - Delegated Officer Decision Report

**DATE:** 24<sup>TH</sup> FEBRUARY 2023

**SUBJECT:** YOUR FUND SURREY APPLICATION – CAMBERLEY MEN'S SHED

**PROJECT NAME:** SHED SET UP

**CF REFERENCE:** CF346

### **Purpose of the Report:**

This report sets out the key information on the shortlisted **Camberley Men's Shed** Your Fund Surrey (YFS) Application for the consideration of the YFS Advisory Panel.

The vision of YFS is to bring community-led and place-making projects to life, with a focus on wider community benefit that leaves a real legacy.

The role of the YFS Advisory Panel is to review shortlisted applications following the assessment and scoring of bids by Officers, and to advise and inform the final officer recommendations to the appropriate decision-maker on the proposed funding awards to be made.

### **Recommendations:**

**Officer Recommendations in consultation with the Advisory Panel. It is recommended:**

- **To fund project CF346 for the full amount requested of £14,000.**

### **Reason for Recommendations:**

This application has been the subject of an assessment process by officers, as set out in the body of this report. Officers consider the project to meet the aims and published criteria of the fund and to satisfy the requirements to award funding.

### **Executive Summary**

1. This proposal is to set-up Camberley Men's Shed Project at The London Road Recreation Ground Pavilion. The location is in the Lower Super Output Area (LSOA) Surrey Heath 008C. According to the Index of Multiple Deprivation (IMD), the LSOA is in national decile 9 out of 10 (decile 1 being in the most deprived 10% nationally, decile 10 being in the least deprived 10% nationally). For the Surrey Index of Multiple Deprivation (IMD) it falls in decile 6, ranked 369<sup>th</sup> out of 710 in Surrey, where first is the most deprived. The LSOA is in the St. Michael's area of Camberley and neighbours two more deprived areas: Surrey Heath 008B (IMD national decile 7, Surrey decile 3 and ranked 192<sup>nd</sup> out of 710) and Surrey Heath 008A (IMD national decile 4, Surrey decile 1 and ranked 26<sup>th</sup> out of 710).
2. The Camberley Men's Shed Project follows a proven worldwide model and is one of almost 600 such initiatives throughout the UK. It is a Registered Charity and a member of the UK Men's Shed Association. The broad objective of any Shed is to relieve loneliness; social isolation; depression; suicide; and low self-esteem, predominantly, but not exclusively, in men, by providing a common sense of purpose, companionship, and/or learning experience, whilst simultaneously using its facilities, skills and human resource for the benefit of other community groups.

3. Camberley Men's Shed are in the early stages of setting up their project and require funding from Your Fund Surrey to support the purchase of equipment to fit out the Pavilion. They are in the process of establishing themselves in the community and have initiated relationships with several organisations in the local area, including The Stroke Association; Surrey Choices; Lightwater Connected; Age Concern; U3A and a Neurological Occupational Therapist who has committed to offering free consultation sessions. The initiative has support from the local community, and they currently have 75 people on their waiting list. As well as offering Men's Sheds activities, they would like to arrange guest speakers to visit the Shed to talk about health and other issues affecting their members.
4. The Shed will be located at The London Road Recreation Ground Pavilion (Annex 1) which is an empty community facility owned by Surrey Heath Borough Council. The charity is in the process of agreeing a 5-year lease from Surrey Heath Borough Council who have applied a two-year rent-free period whilst the project establishes itself, with further rent subsidy for the remaining years. The charity aims to look for a larger, more suitable premises in the future. The funding is requested for the purchase of equipment which could be transferred to any new premises.

## **Details**

### **Description of project benefits**

5. The key benefits of the project include:
  - Supporting the physical and mental wellbeing of Shed members
  - Providing a community space which is welcoming and supportive
  - A central meeting point to reduce social isolation
  - Projects completed at the shed can directly enhance the local area and environment
  - Providing a community space, in a central location and accessible via public transport

### **Management of the project**

6. Camberley Men's Shed have 8 trustees with a broad range of business and charity experience. One of the trustees will be providing project management support for the initial set up of the Shed.
7. The design of the Shed and set up has been agreed with the input of potential members as well as three established Sheds in Church Crookham & Fleet, Ash and Woking. They have followed guidelines given by the UK Men's Shed Association, and as registered members of the Association, have on-going support.
8. Membership costs will be £80 per annum. These fees will be waived or reduced for people in need. All revenue from membership will be retained for the operation and maintenance of the facilities.

### **Financial and Value for Money Implications**

9. YFS funding is requested for the purchase of equipment and fit out of the Shed. This includes workspaces, hand tools, and electric tools. The activities undertaken and the equipment required in the Shed will be driven by the needs of members. Therefore, some of the funding will be used once membership has begun and activities have been decided. The project has applied for £14,000 which equates to 57% of the overall project costs.

10. Table 1. Financial Summary details the total project cost of £24,548.

**Table 1. Financial summary**

<b>Amount applied for:</b>	<b>£14,000</b>
<b>Total project cost:</b>	<b>£24,548</b>
<b>Percentage of cost against total:</b>	<b>57%</b>
<b>Have other funding sources been secured?</b>	<b>£10,560 funding has been secured so far, which includes support from Windlesham Parish Council, Members' Community Allocation funding (Cllr Trefor Hogg &amp; Cllr Paul Deach) and Community Foundation for Surrey</b>
<b>Amount suggested for funding:</b>	<b>£14,000</b>

### **Expert Hub Review**

11. Finance – This is a well-produced funding application which shows evidence of a mix of funding being received. Volunteer and non-cash income were captured appropriately and attributed to the overall project position. It is low value and low risk.

### **Advisory Panel Comments**

12. The Advisory Panel functions in an advisory capacity and its role is intended to assist formal decision-making processes which sit outside the Panel. The role of the YFS Advisory Panel is to review shortlisted applications following the assessment and scoring of bids by Officers, and to advise and inform the final officer recommendations to the appropriate decision-maker on the proposed funding awards to be made.

13. The Advisory Panel was conducted via email and positive responses were received from eight Members on the panel. Queries were raised by one Member about equipment, activities, rent, membership and whether this was more relevant to the Small Community Projects fund. One Member raised a question regarding heating of the facilities and whether they needed additional funds to insulate the building and provide sustainable environmental features. One Member raised a further question on the usage of the Shed to check that all Shed members have sessions available to them. All questions had been explored during the application assessment and YFS Officers provided satisfactory responses to The Advisory Panel.

### **Consultation**

#### **Summary of Support**

14. Have Your Say, which has had the Camberley Men's Shed featured on the Commonplace website, received 89 comments. There were no negative comments.

15. Letters of support have been received from:

- Richard Tear – County Councillor - Bagshot, Windlesham and Chobham
- Trefor Hogg - County Councillor- Camberley East
- Alan McClafferty – Leader of Surrey Heath Borough Council
- Sharon Galliford - Surrey Heath Borough Councillor, Lightwater Ward
- Dan Adams – Borough Councillor for St. Paul’s Ward
- Windsor Rackham - Founder of the Lightwater Men’s Group

**Risk Management and Implications:**

16. This application for funding has been through the due diligence and agreed governance process. As part of this process, the applicant has provided an overview of risks against the project. Officers consider there to be adequate control measures in place.

**Table 5. Summary Table of Risks and Key Mitigations**

Risk description	RAG	Mitigation action/strategy
Cost overruns during set up		Project Manager in place to ensure plan and costs stay on track
Unexpected structural issues once refurbishment work starts		The group are only responsible for the fit out and maintenance
Security and safety of equipment		Time in the project plan and associated project costs have been included to ensure this risk is mitigated
Length of lease – risk of project not getting another premises		The project has support from Surrey Heath Borough Council and have 5 years to seek larger premises.

**Equalities and Diversity:**

17. Your Fund Surrey is designed to provide investment in schemes that encourage community participation, reduce isolation, and develop the potential for social wellbeing and economic prosperity. As such, it is anticipated that it will have a positive impact on a number of those who may rely on, or gain support from, within the local community and those within protected characteristics that may be more likely to experience social and economic exclusion.

**What Happens Next:**

18. Following the Advisory Panel, an Officer Decision Report will be produced for consideration by the Executive Director for Customer & Communities, incorporating comments from the Advisory Panel.

19. Following the Executive Director for Customer & Communities’ decision (in consultation with the Cabinet Member for Communities and Community Safety), a notice of the records of decisions taken under delegated power will be published within 3 days of the decision being made.

20. Officers will prepare the relevant schedules and funding agreements to enable payment of funds and monitoring and evaluation of the project against its outcomes.

21. The YFS Team Officers will then issue a provisional offer of funding to the applicant, including a copy of the Draft Funding Agreement incorporating any additional conditions.

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**Consulted:**

Divisional County Councillor

Corporate Finance – Surrey County Council

**Annexes:**

**Annex 1:** Project Location

**Annex 2:** Commonplace report

## Annex 1: Project location and building

