

Notice of Meeting

Leader Decisions



Date & time
Monday, 6 October
2014 at 3.15 pm

Place
Room 109, County
Hall, Kingston upon
Thames, KT1 2DN

Contact
Anne Gowing
Room 122, County Hall
Tel 020 8541 9122

Chief Executive
David McNulty

anne.gowing@surreycc.gov.uk

If you would like a copy of this agenda or the attached papers in another format, eg large print or braille, or another language please either call 020 8541 9122, write to Democratic Services, Room 122, County Hall, Penrhyn Road, Kingston upon Thames, Surrey KT1 2DN, Minicom 020 8541 8914, fax 020 8541 9009, or email anne.gowing@surreycc.gov.uk.

This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Anne Gowing on 020 8541 9122.

Leader
Mr David Hodge

AGENDA

1 DECLARATIONS OF INTEREST

To receive any declarations of disclosable pecuniary interests from Members in respect of any item to be considered at the meeting.

Notes:

- In line with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, declarations may relate to the interest of the member, or the member's spouse or civil partner, or a person with whom the member is living as husband or wife, or a person with whom the member is living as if they were civil partners and the member is aware they have the interest.
- Members need only disclose interests not currently listed on the Register of Disclosable Pecuniary Interests.
- Members must notify the Monitoring Officer of any interests disclosed at the meeting so they may be added to the Register.
- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest.

2 PROCEDURAL MATTERS

2a Members' Questions

- (i) The deadline for Member's questions is 12pm four working days before the meeting (30 September 2014).

2b Public Questions

The deadline for public questions is seven days before the meeting (29 September 2014).

2c Petitions

The deadline for petitions was 14 days before the meeting, and no petitions have been received.

3 COMMUNITY IMPROVEMENTS FUND

(Pages 1
- 14)

To consider the recommendations of the Community Improvements Panel (17 September 2014) and agree which projects will be funded from the Community Improvements Fund.

David McNulty
Chief Executive

Published: Friday, 26 September 2014

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Thank you for your co-operation

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SURREY COUNTY COUNCIL**LEADER****DATE: 6 OCTOBER 2014****LEAD OFFICER: JANE LAST, PROGRAMME MANAGER AND LEAD MANAGER FOR COMMUNITY SAFETY AND PARTNERSHIP****SUBJECT: COMMUNITY IMPROVEMENTS FUND – PANEL RECOMMENDATIONS****SUMMARY OF ISSUE:**

To consider the recommendations of the Community Improvements Fund Panel (17 September 2014) and agree which projects will be funded from the Community Improvements Fund.

RECOMMENDATIONS:

It is recommended that the Leader of the Council approves the proposed grant funding set out in Annex 2 from the Community Improvements Fund budget, and notes the position of the applications agreed within the previous budget 2013/14.

REASON FOR RECOMMENDATIONS:

Approval of the proposed grant funding will enable the Community Partnerships Team to progress with facilitating the grant payments.

DETAILS:

1. The aim of the Community Improvements fund is to give local groups the chance to improve their areas, make a real difference to people's lives and strengthen the ability of residents to independently enhance where they live. Bids are invited for one-off capital schemes for community improvements (in exceptional circumstances bids for start-up revenue projects are considered).
2. The Community Improvements Fund budget for 2014/15 is £500,000. One project agreed in 2013/14 is not proceeding, so its funds, along with small underspends carried forward from previous years have been added to this to give a revised fund total for 2014/15 of £567,750.
3. For 2014/15 the decision was taken to accept bids in a single round. Bids were invited from 1 April to 28 June 2014 for amounts between £10,000 and £30,000. A total of 62 bids were submitted, totalling £1,476,495.
4. Bids to the Fund were submitted via the Community Partnerships Team and considered by a Community Improvements Panel consisting of members supported by officers. Member representatives on the Panel are Nick Skellett (Panel Lead), Pat Frost, Peter Hickman and Fiona White. The Panel considered all bids submitted against the evaluation criteria outlined in Annex 1. Following the evaluation, which included site visits where appropriate, the Panel met on 17 September 2014 to form their recommendations to the Leader. These

recommendations, along with recommended conditions for the funding, are set out in Annex 2. There are 23 recommended projects, which total £568,786.

Update on the bids agreed in 2013/14

5. In 2013/14, bids to the Community Improvements Fund were considered in two rounds, with a total of £1,002,977 allocated to 32 projects. A summary of the progress on the bids is attached at Annex 3.
6. Of these 32 bids, eleven of the projects have been completed, and fifteen of the projects have had payment and are in the process of completing the works.
7. One of the organisations has met their conditions and has been sent a funding agreement form, which when returned, funds will be released. The conditions set for four of the bids, which include relevant planning permission and remaining funding being in place, have yet to be met. Officers are in contact with these organisations on a regular basis to review progress against the conditions and will release the remaining funding as soon as the conditions are satisfied.
8. One of the projects will not be proceeding, and the funds have returned to this year's fund budget.

CONSULTATION:

9. The Leader of the Council introduced the scheme and Members appointed by the Leader sat on the Panel alongside the Community Partnerships Manager. The Community Partnerships Team liaised with applicants in developing their bids by providing guidance regarding the criteria.
10. Local Members and Local Committee Chairmen were consulted on the bids in their areas. Where bids had an implication on Surrey County Council services, officers within these services were asked to provide objective comments on the bids.

RISK MANAGEMENT AND IMPLICATIONS:

11. There are no identifiable negative risks attributed to the processing of the Fund. The Council needs to ensure that the payments are processed in a timely manner and for the projects approved. Each of the successful projects will be asked to report back on the outcomes of the funding within twelve months.

Financial and Value for Money Implications

12. The cost of funding the projects identified within Annex 2 will be £568,786. This is £1,036 over the total funding budget. The Leader will need to decide whether to reduce the level of grants to match the funds available or to allocate the whole amount.
13. Given the requirement for grant recipients to meet specified conditions before funding is released, it is likely that a proportion of the allocated funding will not be paid within the current financial year. This will be requested as a budget carry forward into 2015/16 in order to meet the committed funding.

14. All of the bids are subject to the standard condition of – Subject to all funding and receipt of three competitive quotes. Any additional conditions are included in Annex 2.

Section 151 Officer Commentary

15. The Section 151 Officer's representative has considered all applications listed in Annex 2 and has attended meetings with the advisory panel to provide objective financial advice in relation to the proposed projects.
16. The Section 151 Officer confirms that all material, financial and business issues and risks have been considered / addressed.
17. The grants proposed total £1,036 more than the funding available. However, given the likelihood of some grant payments being delayed until 2015/16 this is not considered material.

Legal Implications – Monitoring Officer

18. The Scheme of Delegation includes reference to the Fund and authority has been allocated to the Community Partnerships Manager to process the approved funding. There are no further legal or legislative requirements relating to this Fund.
19. These grants are being made by the Council in accordance with its general powers of competence under Section 1 of the Localism Act 2011, under which it is empowered to do anything that individuals generally do and this includes the power to do things for the benefit of persons resident or present in its area.

Equalities and Diversity

20. The Fund is open to groups (not individuals) who are applying on behalf of the community, but is not restricted to any specific groupings within the county.
21. The Community Partnership Team is currently reviewing progress of all projects successful in securing funding in 2012/13. As part of that review the Community Partnership Team will request feedback from applicants on how they felt the funding process worked to identify better methods of communicating with hard to reach groups.
22. An Equality Impact Assessment has been carried out on criteria and process for applying for this Fund. It is available online for viewing.

WHAT HAPPENS NEXT:

23. Applicants will be informed whether they have been successful and if so what course of action they need to undertake to receive the funding that has been allocated. This will include asking successful applicants to provide a copy of relevant quotes, where these have not been provided as part of the application. Where bidders have been unsuccessful, then they will also be informed of the decision, and will be offered feedback on their application.

24. Each of the successful applicants will be asked to provide evidence within 12 months of expenditure and the achievement of the outcomes set out within the bid form. This will then be included in a future report for the Leader.
25. Information on successful bids are included on the Council's website – www.surreycc.gov.uk/communityimprovementsfund.
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Contact Officer:

James Painter, Community Partnerships Manager
Tel: 01372 832539 Email: james.painter@surreycc.gov.uk

Consulted:

Nick Skellett (Panel Lead), Pat Frost, Fiona White, Peter Hickman and Susie Kemp (Panel Members).

Service Officers where appropriate and other agencies where appropriate.

Annexes:

Annex 1 - Criteria and Guidance for Community Improvements Fund

Annex 2 - Community Improvements Fund Panel Recommendations

Annex 3 – Summary of Successful Bids from Previous Years.

Sources/background papers:

- Community Improvement Fund Application Forms
- Community Improvement Fund Criteria and Guidance
- Community Improvement Fund Assessment summary documents

Criteria and Guidance

1. Criteria

- a) **Improving community facilities:** enhancing the look and feel of Surrey, including improvements to local facilities or the convenience, appearance or safety of community spaces or venues;
- b) **Wider community benefit:** Demonstrating how the project benefits, and is accessible, to the wider community;
- c) **Making a real difference to people's lives:** including promoting public health and wellbeing (e.g. community allotments, encouraging greater physical activity, opportunities for people to come together as a community etc);
- d) **Encouraging communities to take greater responsibility for local issues and encourage people to work together:** including increasing volunteering among residents, businesses and the public or voluntary sector; and working together to address issues affecting communities, such as the flooding that affected parts of Surrey during winter 13/14.

2. In addition to how your project meets the criteria above, your application will be assessed against the following requirements:

- Where possible, all relevant permissions should have been secured for the project prior to submission of application to the fund. Where this is not possible, a timetable showing when relevant permissions will be secured must be included. All permissions must be in place 12 months from date of the Leader's decision, or the decision on award of funding will be reviewed.
- If the application relates to a property which is leasehold, the lease must have at least 5 years remaining from the date of the Leader's decision (however, this may need to be longer depending on the nature of the bid);
- Details of clear timescales, baseline position and intended outcomes (with measures);
- Evidence of additional resources (people or money) available from partners or volunteers to complement any county council resource – applications requesting 100% of funding are unlikely to be supported;
- Bid should demonstrate whether they are scalable in case the full amount of funding requested could not be awarded;
- Evidence of how funding/the project will be sustained beyond the initial funding period;
- How the project is consistent with the best practice principles of the Surrey Compact (where working with Voluntary, Community and Faith groups);
- How the project is consistent with county council policies;
- Whether the project supports an area of need within Surrey;
- How the project demonstrates value for money of use of public funds. Itemised estimates and/or quotations to be provided in support of application to the fund;
- Applicant must be responsible for the fabric of the building to which the application relates.

3. Monitoring and Evaluation

The Council will ask for successful applicants to report back on:

- How the money was spent and the impacts / outcomes of the project
- The Community Engagement through the project and ongoing, if applicable
- Statements of accounts, and any remaining balances held

- As funding is public money, successful applicants may be asked to provide additional information for audit purposes

4. Restrictions

The Community Improvements Fund may:

- NOT be used to support political organisations or individuals;
- NOT be used to cover ongoing revenue costs, including salaries;
- NOT be used to replace withdrawn funding for existing projects;
- NOT be used by local authorities or private companies to achieve their statutory obligations;
- NOT contravene any of the Council's agreed policies or priorities;
- NOT be used to support projects which involve taking sides on a planning dispute or relate to matters in which the County Council is a statutory consultee;
- NOT be used to fund planning applications or fees (it is recommended that applicants should have permissions in place, if this is not possible then information should be included on when this will be secured);
- NOT be used to pay for a consultant to make an application to the fund on the applicants behalf;
- NOT be used for retrospective funding;
- NOT be provided to private companies, private clubs or other membership organisations unless the wider community benefit/s of the project are clearly demonstrated;
- NOT NORMALLY be used to supplement existing funding available from the County Council towards a project.

Community Group	Project	Amount of funding requested	Amount of funding recommended	Additional conditions on recommended approval
Sunbury and Walton Sea Cadets	Creation of an enhanced multi-boating facility on the Thames, to increase youth activities in this area.	£30,000	£30,000	
St Mark's Community Centre	Community centre improvements (parapets, guttering and roof repairs) for a vital community asset in an area of deprivation	£20,000	£20,000	
Epsom & Ewell Borough Council	Enhanced playground at Gatley Avenue	£30,000	£30,000	
Guildford Cathedral	Provide disabled access through the North Porch and West End, upgrade the sound system and install an induction loop as part of the general Cathedral upgrade project.	£29,990	£29,990	
Pyrford Village War Memorial Hall	Enhanced stage and community room area within a community asset	£30,000	£30,000	
Cobham Village Hall	Boiler replacement and remedial acoustic works to ensure that a community asset continues.	£30,000	£19,000	<ul style="list-style-type: none"> Funding to be spent on the boiler replacement and remedial acoustic works of the project. Subject to all the remaining funding being in place, and all three competitive quotes received.
Godalming Lawn Tennis Club	Clubhouse redevelopment so that there are the needed resources to provide capacity for free community use (10 hours a week).	£30,000	£30,000	

Community Group	Project	Amount of funding requested	Amount of funding recommended	Additional conditions on recommended approval
Charlwood Pavilion	Provide an enhanced and fit for purpose pavilion as a sports and community hub.	£30,000	£30,000	
St. Francis Church	Rewiring and relighting of St Frances Church building, to ensure the continuation of a fit for purpose community asset in an area of deprivation.	£23,296	£23,296	
Leatherhead Youth Project	Upgrading of the BFree Youth Cafe in Leatherhead to ensure it is fit for purpose as a commercial cafe as part of a thriving local enterprise.	£10,000	£10,000	
St. Luke's Church, Reigate	Replacement of current extension, with a two storey building to allow for the additional provision of a meeting room to be used by community groups	£30,000	£30,000	
1 st Byfleet Scouts	Creation of a new activity centre building for scout and community use	£30,000	£30,000	<ul style="list-style-type: none"> • Subject to planning permission being granted.
Marwick Hall Management Committee	Upgrading of kitchen and associated works for the sole community facility in the locality to make it fit for purpose	£14,000	£14,000	
West End Parish Council	Enhanced playground in Benner Lane	£30,000	£30,000	<ul style="list-style-type: none"> • Subject to all the funding in place and some financial support from the Borough Council as stated in the bid.

Community Group	Project	Amount of funding requested	Amount of funding recommended	Additional conditions on recommended approval
Holland Athletic Sports Club	Refurbishment of a running track and improved facilities at Mill Lane Athletics Track, Hurst Green, which would be open to all.	£30,000	£30,000	<ul style="list-style-type: none"> Funding is towards the running track element of this bid. Subject to measures being put in place by the club to publicise the wider community activities. Subject to the club working with the authority to source a second quote
Hambledon Village Shop Ltd	To develop an indoor cafe are for local community to meet	£30,000	£30,000	<ul style="list-style-type: none"> Subject to planning permission, and the IPS share scheme in place
Spelthorne Borough Council	Creation of a natural play area in Orchard Meadow, Sunbury	£20,000	£20,000	
Brockham Parish Council (Youth Council)	Creation of a new skatepark in Brockham, following a year long successful trial for this type of facility in this area.	£28,000	£28,000	<ul style="list-style-type: none"> Subject to the viability and confirmation of the land use change, also that the organisation has all the funding in place.
All Saint's Church, New Haw	Replacement of flooring to ensure the community centre is fit for purpose.	£22,500	£22,500	<ul style="list-style-type: none"> Grant to be awarded for up to £22,500, with any balance of the contingency unused to be returned to the Council.
Waverley Borough Council	Creation of a new skatepark in Haslemere, as request by surveys in the locality.	£30,000	£30,000	
Thursley Parish Council	Enhancement of a play area on Thursley Recreation Ground	£10,000	£10,000	
St Paul's Church, Camberley	Kitchen upgrade to ensure fit for purpose community asset	£12,000	£12,000	

Community Group	Project	Amount of funding requested	Amount of funding recommended	Additional conditions on recommended approval
Windlesham Parish Council	Creation of a new pavilion as a community cohesion and information point for residents, at Lightwater Recreation Ground	£30,000	£30,000	Subject to seeing detailed plans and quotes, as well as all the funding being in place.

Totals	£579,786	£568,786
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Organisation	Project	Amount	Notes	Completed
Badshot Lea Football Club	Relocation of club	50,000	Planning Permission was granted on 06/08/14. Funding applications to the Football Stadia Improvement Fund and Football Foundation are currently in progress with decision expected in November and October this year respectively.	No
Beech Grove Recreation Area, Pirbright	Development of Beech Grove Recreation Areas for Families	40,000	Construction started 1 September 2014 – due to take 8 weeks to complete.	In progress
Bletchingley Church House	Redevelopment of old community building	50,000	Awaiting remaining funding to be in place	No
The Journey River Church	British Legion & Forest Estate Community Hub	12,500	The funding has been spent on repairing the roof and refurbishing the toilets. Works were completed in the spring. The final works on the fire doors are still to be completed.	In progress
Dramatize	Theatrical Day Service Renovation	11,000	Renovation completed and was launched on 9 April 2014	Yes
Ewhurst PC	Playground - Phase II	40,000	Work completed. Opened by David Hodge and Alan Young August 2014.	Yes
Frimhurst Enterprises Community Interest Company	Community Garden & Parkland Project	12,500	Funding used for a wooden gazebo and gardening equipment. Gazebo was officially opened on 11 March 2014.	Yes
Hambledon FC	New Community Pavilion	35,000	Work completed. Official opening 17 August 2014.	Yes
Horsell C of E Junior School	New Roof over existing Swimming Pool	40,000	Completed in summer term 2014 and being used by school and wider community	Yes
Oxted School	Flood Light Installation	50,000	All conditions met, but due to staff changes the project was not able to be completed during the summer holidays as planned. It has been agreed that the school can have an extension.	No
Reigate Priory Cricket Club	Vision 2020 - Refurbishment of Club House	50,000	The majority of the work on the Club House was completed in July 2015 and the funding	Yes

Update on 2013/14 Approved Projects - Round 1

Annex 3

			has now been spent. The refurbished club house been fully used for youth activities and for cricket players etc. A number of the borough and County councillors have been invited to go and visit the club and they are planning a grand opening for April 2015.	
St Paul's Vision Building - Church Centre	Refurbishment of St Paul's Vision Building - Church Centre	50,000	Building works currently in progress	In progress
Surrey Re-use Network	Re-use your Skills	23,000	Funding paid to organisation – awaiting progress update.	In progress
East Surrey Rural Transport Partnership (ESRTP)	Wheels to Work in East Surrey	38,750	Project officially launched on 26 April 2014.	Yes
Woking Borough Council	Lighting on New Monument School Playing Field Multi Use Games Area (MUGA)	10,000	Light are operational on the MUGA	Yes
St John's the Evangelist PC	North Holmwood Community Building at St John's Church	50,000	Conditions have been met, and funding in process of being paid to organisation	No
The Woodland Trust	Introducing Marden Park	17,000	Car Park - French drain installation is complete. Waymarker posts, finger posts and no horseriding/cycling signs have been received and need installing. Interpretation boards still scheduled for completion Oct – Dec 14	In progress

Round 2 13/14

Organisation	Project	Amount	Notes	Completed
17th Reigate Scout Group	Building of a new Scout Hall	47,760	Building started on 19 August 2014 and is expected to be completed by March 2015	In progress
A2 Dominion Group	The Big Garden Project	12,000	Work is ongoing at the sheltered housing schemes, with all three gardens due for completion in March 2015.	In progress – one garden is complete and the remaining two are in progress
Betchworth Parish Council	Construction of an Open Sided Oak Framed Shelter (Jubilee Pavilion)	9,351	The main structural elements are nearing completion. Once this is completed the internal seating will be fitted after the floor has been completed by volunteers.	In progress
Trustees of Chaldon Village Hall	To provide improved access & reception area	25,000	£20,000 has been paid. The remaining £5,000 will be paid once the paperwork has been processed.	In progress
Chobham Recreation Ground	To replace four major items of lay apparatus	25,000	Awaiting outcome of bids additional funding from external sources	No
Egham Museum	To renovate and refit Egham Museum and to renovate the entrance and main corridor of the Literary Institute	41,800	Project has started and should be complete by early October 2014	In progress
Guildford City Youth	To construct new dressing rooms	6,000	The Dressing Rooms are nearing completion. Weather permitting these should now be complete by the end of September.	In progress
Lloyd Hall Management	To rebuild a new community	40,000	Building work has started. Project is	In progress

Update on 2013/14 Approved Projects - Round 1

Annex 3

Committee	hall in Outwood		estimated to be completed mid January 2015	
Runnymede Foodbank	To provide a platform lift to carry both goods and people to the 1st floor	18,472	The lift is in and working and the Foodbank is now opening on a Wednesday morning upstairs at Chertsey	Yes
Skaterham	To replace the old lighting with LED lights, replacement of CCTV system and update the Fire Protection system	21,300	Work has been completed.	Yes
St Annes Catholic Primary School	To provide an all weather sports surface	48,000	Project not proceeding with community use due to issue with planning permission	N/A
St Clare's Church (C of E) Parish of Westborough	Improvements to sustain a community hall	20,000	Work has started on the boiler, insulation, windows and kitchen.	In progress
St Mary Oatlands Church Community Centre	Upgrade facilities for two community halls	44,000	Conditions have recently been met and funding was paid out over the summer	In progress
Tatsfield Community Composting Scheme under the auspices of Tatsfield Horticultural Society	To purchase a more powerful shredder for the composting scheme	14,554	Shredder purchased in May 2014	Yes
Woking Borough Council in partnership with Horsell Common Preservation Society	To create a community memorial garden at the site of the Muslim Burial Ground	50,000	Awaiting planning permission	No

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CIF Round 2 12/13

Organisation	Project	Amount	Notes	Completed
Surrey Police	Stanwell Bike Ramps	£28,500	Criteria have now been met, so payment will be paid over on receipt of paperwork	No