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Date	7 th February 2017

Ward (s) affected	District wide	Key Decision	Yes
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Subject	Mole Valley District Council Grant Aid Applications
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<p>Recommendations</p> <ol style="list-style-type: none"> 1. That the capital grants and the one and three year revenue grants outlined in Appendix A, Tables 3, and 5 are approved for 2017/18 subject to the necessary budget being committed. 2. That the establishment of the Small Community Fund outlined in Appendix A Table 4 is approved.
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<p>Executive Summary</p> <p>Mole Valley District Council (MVDC) recognises the significant contribution made by the voluntary, community and faith sector (VCFS) in providing projects and services that improve the social, environmental and economic well-being of our District. Mole Valley operates a grants process which provides funding to organisations that help the Council to meet its priorities and build capacity within communities.</p> <p>The deadline for submission of applications to the Council's Grant Aid programme for 2017/18 was 30th September 2016 and there were 13 revenue and 4 capital applications made. This report sets out the headlines of those applications and recommends the awards to be made.</p> <p>In addition to the applications received, it is proposed that a Small Grants Community Fund of £18,500 is established for applications up to £5,000 throughout 2017/18.</p> <p>In total the capital and revenue expenditure proposed to be allocated to community and voluntary groups for 2017/18 is £273,492, which compares with a total of £279,328 in 2016/17.</p>
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<p>Corporate Priority Outcomes</p> <p>Community Wellbeing</p> <p>Overall the provision of grants to community and voluntary sectors contributes to the priority of Community Wellbeing by supporting the specific actions to:</p> <ul style="list-style-type: none"> • Improve opportunities for residents to live active lives • Promote community spirit, encourage individuals, families and communities to support each other and help our neighbourhoods to be more resilient in times of need <p>Each grant is individually assessed against the Council's corporate priorities. Grant</p>
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applications must address at least one corporate priority in order to be considered for a grant.

The Executive has the authority to determine the Recommendations

1. Background and Process

- 1.1 The Grant Aid Policy was updated in 2011 to reflect recommendations made by Internal Audit. The Grant Aid Policy and application forms are updated annually to include the current Council priorities.
- 1.2 Applications for funding are initially assessed to ensure they meet the Grant Aid Policy eligibility and criteria. Eligible applications are scored and those that meet at least one Council priority will be considered for recommendation. Weighting is given to wider factors including pump priming and long-term sustainability. Other elements of criteria for assessment include the use of volunteers, community capacity building and geographical area served.
- 1.3 Information is set out below and in **Appendix A** relating to a number of grants that are currently provided to key organisations based on multi-year agreements (tables 1 and 2), as well as grant applications received for 2017/18. **Appendix B** provides more detail on the applications received. **Appendix C** contains the Equality Impact Assessment in relation to the grants recommended.

2. Surrey Community Buildings Tripartite Grants

- 2.1 Tripartite Grants represent a funding agreement for capital building projects between Mole Valley District Council, Surrey County Council (SCC) and the applicant. Funding is allocated on a 'third each' basis and as such offers good value for money for the District. The tripartite scheme is managed by a co-ordinator at Surrey Community Action who liaises between the three parties and makes recommendations.
- 2.2 All applications are for capital which is used for providing infrastructure to benefit the local community.
- 2.3 The grants which are recommended below are those which have been assessed by the co-ordinator, and are in principle supported by SCC.
- 2.4 The tripartite scheme will be recommended as first choice option for funding when the criteria are met by an applicant. If it later transpires that SCC is unable to approve their portion of the funding, if appropriate, the application will then be treated as an application for an MVDC capital grant. This enables the applicant to submit one application and still have an equal chance of funding.

3. Revenue Grant Scheme

- 3.1 The Council offers a triage service for organisations who are considering making an application for a revenue grant whereby there is the opportunity of an initial discussion to assess whether the proposal could meet Council priorities.

4. Parish Council Concurrent Services Payments

- 4.1 Parish Councils are awarded a payment each year by Mole Valley District Council to cover costs associated with grounds maintenance and recreation grounds.
- 4.2 In 2013, following meetings with Parish Councils, Mole Valley District Council agreed to make a more proportionate payment based on the actual costs incurred by the Parish Councils in carrying out these activities. It was also agreed that these payments would be increased annually by an inflationary amount in line with any increase in Council Tax.

This approach was agreed in the grants report for 2014/15 with the inflationary amount being applied for the first time in the financial year 2015/16.

5 Community Grants Fund

- 5.1 A key development for 2017/18 is the proposal to create a new small-grants fund within the existing financial envelope for revenue grants. The financial climate for local authorities is tightening. Mole Valley District Council has seen a sharp decrease in its own core government funding and will receive no Revenue Support Grant after 2018/19. These financial difficulties are being felt right across public, community and voluntary sector and there are more organisations than ever seeing their funding reduced and looking for other sources.
- 5.2 This fund will support a wider number of charities and community groups that carry out valuable work within their communities and contribute to the Council meeting its strategic objectives. This move supports the corporate priority for increased community resilience and self reliance and a degree of devolution. Also, 17/18 sees the end to the 5 year Health and Social Care passported fund which MVDC was able to use to support such small sized applications.
- 5.2 This new small grants community fund is proposed to support charities and community groups operating in Mole Valley with one off projects, start up revenue and, in exceptional circumstances, core funding for one year.
- 5.3 It is proposed that for 2017/18 £18,500 is made available for this fund.
- 5.4 Organisations will be asked to complete a brief application form which describes the idea or initiative and an explanation of how it contributes to the corporate priorities of the Council.
- 5.5 Officers will have delegated authority to assess and award grants up to a value of £5,000 and applications can be made throughout the year. There will be 4 assessment periods each year as follows:

Bids received during:	Assessed in:
January – March	April
April – June	July
July – September	October
October – December	January

- 5.6 The fund will be widely publicised throughout the district to encourage applications from a wide range of organisations and the decision will be confirmed directly with the applicant shortly after the assessment.
- 5.7 The Community Grants Policy will be updated to reflect the above changes.

6 Citizens Advice Mole Valley (Camv)

- 6.1 Citizens Advice Mole Valley is a key provider of valuable services to communities and residents of Mole Valley and there has been grant funding in place from MVDC for many years.
- 6.2 2016/17 sees the final year of the current 3 year funding agreement with the CAMV which saw an increase over the period from £131,000 in 2014/15 to £135,000 in 2016/17. The SLA between the CAMV (formerly CAB) and MVDC sought for the organisation to look to reduce the significant reliance on MVDC for core funding.
- 6.3 CAMV applied for a grant of £154,031 for 2017/18 and has requested another 3 year funding agreement with the Council. Mole Valley District Council is committed to continuing the strong relationship with CAMV with the proposal of another 3 year agreement.
- 6.5 The recommendation being made is for a core grant of £120,000 for 2017/18; £110,000 for 2018/19 and £100,000 for 2019/20. The existing arrangements for accommodation in

Dorking and 100% Business Rate Relief (subject to legislative changes) will continue throughout this arrangement.

7. Grant Recommendations 2017/18

- 7.1 The following table reflects committed expenditure on existing agreements already approved by the Council's Executive and the recommendations for new grants for 2017/18.

Summary of grants which are proposed for payment in 2017/18

GRANT	2016/17 AWARD	2017/18 RECOMMEND
2017/18 Committed Funding – 3 Year Grants		
East Surrey Domestic Abuse Services (year 2 of 3)	11,500	11,500
Parish Council Concurrent Services Payments*	31,578	32,525
<i>Total Committed Funding</i>	<i>43,078</i>	<i>44,025</i>
2017/18 New Applications		
1 Year Revenue Grant applications		
East Surrey Rural Transport Partnership	13,500	10,000
Voluntary Action Mid Surrey	10,000	10,000
3 Year Revenue Grant applications		
Citizens Advice Mole Valley (year 1 of 3)	135,000	120,000
Christmas Promotional Activities (year 1 of 3)	15,500	19,000
Closed Church Yards (year 1 of 3)	11,950	14,000
<i>Total New Applications</i>	<i>185,950</i>	<i>173,000</i>
2017/18 Small Grants Community Fund		
<i>Reserved for grant applications up to £5,000 during year</i>	-	18,500
TOTAL REVENUE GRANTS	229,028	235,525
2017/18 Capital Grants		
Capital Grants	20,000	-
Surrey Community Buildings (Tri-Partite)	30,300	37,967
TOTAL CAPITAL GRANTS	50,300	37,967
TOTAL REVENUE + CAPITAL GRANTS	279,328	273,492

**Increase applied at 3%, to be adjusted if necessary when rate of Council Tax increase confirmed*

8. Monitoring Of Grants Awarded

- 8.1 It is Council policy that all grants over £10,000 should be subject to the successful agreement and implementation of a Service Level Agreement (SLA) and a number of appropriate monitoring meetings. Currently the Council has SLAs with:-
- Citizens Advice Mole Valley (CAMV)
 - Voluntary Action Mid Surrey (VAMS)
 - East Surrey Rural Transport Partnership (ESRTP)
 - East Surrey Domestic Abuse Services (ESDAS)
- 8.2 Each of the organisations listed above are expected to come to Scrutiny Committee in order to give a presentation on the project or service the Council is supporting.
- 8.3 All other organisations in receipt of a Council grant are expected to write a short report accounting for how they have spent the money. Reports have been requested from

2016/17 grant recipients by the end of this financial year. For grants awarded for 2015/16 all reports have been received from those who have completed their projects. Organisations awarded a grant by the Council who do not return a report by the end of the following financial year will not be considered for a further grant.

9. Financial Implications

The recommendations of this report would decrease this Council's spending on grants by £5,836. This reflects a decrease in capital grants of £12,333 and an increase in revenue expenditure of £6,497 as compared to the 2016/17 awards.

10. Legal Implications

Grant award recommendations are based on the current MVDC Grant Aid Policy. The Council has general powers to make grants of the type referred to in the report.

11. Options

The Executive has two options for consideration.

- 1) That all the recommendations are approved by the Executive.
(Recommended)
- 2) That some or all of the recommendations are amended by the Executive.

12. Corporate Implications

Monitoring Officer Commentary

The Monitoring Officer confirms that all relevant legal implications have been taken into account.

S151 Officer Commentary

The S151 Officer confirms that all financial risks and implications have been taken into account.

Risk Implications

Grants are awarded based on the criteria set out in the Grants Policy. There is a reputational risk if these criteria are not taken into consideration when awarding grant funding. There are potential impacts for organisations receiving grants from MVDC if the full amount requested is not awarded. Alternative arrangements or mitigation plans for this eventuality should be prepared by the applying organisations.

Equalities Implications

An Equality Impact Assessment (EqIA) has been completed in relation to the grants awarded (see **Appendix 3**). The Grant Aid Policy actively seeks to support people from disadvantaged backgrounds or who have a disability and this is reflected in how the applications are assessed and scored.

Employment Issues

There are no employment issues.

Sustainability Issues

There are no sustainability issues.

Consultation

There was no consultation required in determining the recommendations of this report.

Communications

The Council's grants scheme has been promoted through Mole Valley News, on the Council's website and directly to organisations by Council Officers. A press release has been drafted to accompany this report.

Applicants will be written to when the outcome of their funding application has been determined.

13. Background Papers

- Grant application forms
- MVDC Grant Aid Policy
- Revenue scoring criteria
- Capital scoring criteria

APPENDIX A

Table 1 – 2017/18 Funding Commitment to Date

ORGANISATION	PREVIOUS FUNDING RECEIVED 2016/17 £	GRANTS ALREADY APPROVED FOR 2017/18 £
3 Year Grants Agreed		
	Yr 1	Yr 2
East Surrey Domestic Abuse Services	£11,500 pa	£11,500 pa
2017/18 TOTAL FUNDING COMMITMENT TO DATE £11,500		

Table 2 – 2017/18 Parish Council Concurrent Services Payments

ORGANISATION	PREVIOUS FUNDING RECEIVED 2016/17 £	GRANTS ALREADY APPROVED FOR 2017/18 £
<i>Parish Council Concurrent Services Payments:</i>		
Abinger	4,358	4,489
Betchworth	1,982	2,041
Buckland	1,949	2,007
Capel	7,330	7,550
Charlwood	9,463	9,747
Headley	261	269
Holmwood	2,503	2,578
Leigh	1,209	1,245
Mickleham	1,396	1,438
Ockley	<u>1,127</u>	<u>1,161</u>
	31,578	32,525
<i>(Increase applied at 3%, to be adjusted if necessary when rate of Council Tax increase confirmed)</i>		
2017/18 TOTAL FUNDING COMMITMENT TO DATE £32,525		

It is recommended that the following grants are made in relation to applications received for 2017/18.

Table 3 – General Revenue Applications

ORGANISATION	LAST GRANT MADE 2016/17 £	GRANT REQUEST 2017/18 £	GRANT RECOMMENDED 2017/18 £
1 Year Revenue Grant Applications			
East Surrey Rural Transport Partnership	13,500	13,500	10,000
Voluntary Action Mid Surrey: Service Funding	10,000	15,000	10,000
3 Year Revenue Grant Applications			
	Yr 3	Yr 1	
Citizens Advice Mole Valley (Formerly Leatherhead and Dorking CAB)	135,000	154,031	2017/18 £120,000 2018/19 £110,000 2019/20 £100,000
<i>Christmas Promotional Activities:</i>	<i>Yr 3</i>	<i>Yr 1</i>	
Ashted Traders	1,200	1,500	1,500
Bookham Residents	1,200	1,250	1,250
Dorking Christmas Lights	6,500	8,500	8,500
Fetcham	100	750	750
Leatherhead Christmas Festival	<u>6,500</u>	<u>7,000</u>	<u>7,000</u>
	15,500	19,000	19,000
<i>Closed Church Yards:</i>	<i>Yr 3</i>	<i>Yr 1</i>	
St Nicholas, Great Bookham	4,400	5,500	5,500
Holy Trinity Church, Westcott	3,650	4,200	4,200
Ockley and Okewood	750	1,000	1,000
St John's Chapel, Westcott	1,000	1,000	1,000
St. Martin's Church, Dorking	<u>2,150</u>	<u>2,300</u>	<u>2,300</u>
	11,950	14,000	14,000
TOTAL RECOMMENDED FOR NEW REVENUE APPLICATIONS £173,000			

Table 4 –Community Grants Fund

ORGANISATION	LAST GRANT MADE £	GRANT REQUEST 2017/18 £	GRANT RECOMMENDED 2017/18 £
Community Grants Fund	-	-	18,500
New fund for 2017/18 - open to applications up to £5,000 awarded throughout year			
TOTAL COMMUNITY GRANTS FUND RECOMMENDED £18,500			

Table 5 - Capital Grant Applications

ORGANISATION	LAST GRANT MADE £	GRANT REQUEST 2017/18 £	GRANT RECOMMENDED 2017/18 £
Surrey Community Buildings –Tri-Partite £37,967			
Chart Downs Community Centre & Social Club		20,000	20,000
Friends of St Margaret’s Church, Ockley	-	40,000	12,000
Oakwood Hill Village Hall	2015/16 6,666	4,567	4,567
Wotton Village Hall	-	1,400	1,400
TOTAL CAPITAL GRANTS RECOMMENDED £37,967			

**subject to the submission of updated quotations/additional information*

TOTAL REVENUE GRANTS COMMITTED AND RECOMMENDED £ 235,525
TOTAL CAPITAL GRANTS RECOMMENDED £37,967
TOTAL REVENUE AND CAPITAL GRANTS RECOMMENDED £273,492

APPENDIX B

GRANT APPLICATIONS

Applications for Revenue Funding over £1,000 for 2017/18

Organisation	Amount Requested	Purpose of grant request	Total project cost	Other Funding		Previous Grant Funding	Council Priority/ Amount Recommended	
				Funding Type	Amount £			
<p>1. East Surrey Rural Transport Partnership – ES RTP is a company limited by guarantee with charitable status, established in 2001 to tackle unmet transport needs throughout rural communities and to encourage the use of public and community transport.</p> <p>N.B. No volunteers involved.</p>	£13,500	<p>1) To continue the work of the East Surrey Rural Transport Partnership Officer.</p> <p>2) To continue to operate one Demand Responsive Bus Service for the general public in the rural parts of Mole Valley and to maintain the fixed route former Post Bus public service.</p> <p>3) To maintain the Rural Transport Training and Information Initiative.</p>	<p>£125,000</p> <p>Info & Training Officer = £20,000</p> <p>MV Transport Service = £54,000</p> <p>ES RTP Officer = £51,000</p>	Secured:		<p>2016/17 £13,500</p> <p>2015/16 £13,500</p> <p>2014/15 £13,500</p> <p>2013/14 £10,800</p> <p>2012/13 £10,800</p> <p>2011/12 £13,500</p> <p>2010/11 £13,500</p> <p>2009/10 £2,800</p>	<p>1) Prosperity</p> <p>2) Community Wellbeing</p> <p>Recommended: £10,000</p>	
				ES RTP resources	£41,720			Awarded
				Contract income from school services, small contracts with SCC's local bus team concessionary fares and passenger fare revenue	£69,780			Awarded
				Total Secured	£111,500			
				Requested:	£0			
				Total Requested from other sources	£0			
				Total Funding	£111,500			
				<i>Shortfall</i>	<i>£13,500</i>			
				Total Project Cost	£125,000			

Organisation	Amount Requested	Purpose of grant request	Total project cost	Other Funding		Previous Grant Funding	Council Priority/ Amount Recommended
				Funding Type	Amount £		
2. Voluntary Action Mid Surrey – Provides core functions of a CVS: development, liaison, representation, partnership working and support services for the Voluntary and Community and Faith Sector within Mole Valley and Epsom and Ewell. Also, a registered charity acting as an umbrella, infrastructure agency which runs volunteer centres in Dorking and Epsom.	£15,000	To resource on-going core work as a CVS with integrated volunteer centre.	£108,028 Salaries = £84,954 Central Costs= £23,074	Secured: Total Secured Requested: Surrey Downs CCG SCC Epsom & Ewell BC Total Requested from other sources	£0 £0 £30,065 £47,474 £ 7,989 £85,528	2016/17 £10,000 2015/16 £15,000 2014/15 £12,500 2013/14 £12,500 2012/13 £13,600 2011/12 £17,000 2010/11 £17,000 2009/10 £23,066 2008/09 £23,066 2007/08 £22,504	1) Prosperity 2) Community Wellbeing Recommended: £10,000 Project cost increased 17% Designated reserves: £60,992
				Total Funding Shortfall Total Project Cost	£85,528 £22,500 £108,028		

Organisation	Amount Requested	Purpose of grant request	Total project cost	Other Funding		Previous Grant Funding	Council Priority/ Amount Recommended
				Funding Type	Amount £		
3. Citizens Advice Mole Valley – Independent local charity providing free impartial advice within Mole Valley. <i>Apart from small team of paid management/ admin staff (6.8 FTE) majority of work force are trained volunteers – around 60 in various roles.</i>	£154,031 pa for 3 years 75% of costs Breakdown: Salaries: £123,500 Staff/ volunteer costs £12,300 Office costs £31,450 Premises £31,050 Governance £7,075 Costs have increased 10% over 3 years.	To support provision of free advice service for everyone living and working in Mole Valley. The service will be delivered from 2 base offices and allow for development of specialist services (money advice, debt, welfare benefits) as well as outreach services. CAMV also researches information and campaigns for changes in policies and practices that affect clients' lives, disseminates best practice and acts as critical friend working in partnership with other organisations.	£205,375	Secured: Big Lottery fund Sutton & East Surrey Water £18,000 Reserves £8,600 £244 Total Secured £26,844 Requested: Circle Housing MV £4,000 Other grants £6,250 Fund raising & donations £14,250 Total Requested from other sources £24,500 Total Funding £51,344 <i>Shortfall</i> Total Project Cost £205,375	Decision Date	2016/17 £135,000 2015/16 £133,000 2014/15 £131,000 2013/14 £125,500 2012/13 £139,181 2011/12 £131,796	1) Environment 2) Prosperity 3) Community Wellbeing Recommended 2017/18 £120,000 2018/19 £110,000 2019/20 £100,000

Applications for Mole Valley Capital Funding 2017/18

Surrey Community Buildings Grant Scheme (Tri-Partite) requests 2017/18

Organisation	Amount Requested	Purpose of grant request	Total project cost	Other Funding		Previous Funding	Amount Recommended
				Funding Type	Amount £		
<p>1. Chart Downs Community Centre and Social Club</p> <p>The club manages the centre and organises social events such as bingo for its members. The centre is underused and not fulfilling its potential to provide a resource for the wider local community. The building is in need of substantial improvement to make it a suitable venue for community events and attractive for public hire. Underuse and its run-down appearance</p>	MVDC £20,000 SCC £20,000	<p>To improve the facilities at the centre to attract broader community use as well as hiring for private functions.</p> <p>1) Create a modern accessible disabled toilet and baby changing facility</p> <p>2) To redecorate the centre to create a more vibrant attractive venue</p> <p>3) To reorganise club layout to move Social Club back to the small hall, freeing up larger hall for community activities.</p>	£60,000	<p>Secured:</p> <p>Donation in kind of paint & equipment from Wickes and Doves</p> <p>Total Secured £13,000</p> <p>Unsecured</p> <p>To find from other sources and from fund raising*</p> <p>Total Requested from other sources £20,000</p> <p>Shortfall £40,000</p> <p>Total Project Cost £60,000</p> <p>* Fundraising support will be provided by Surrey Community Action</p>	-	No	<p>Recommended MVDC £20,000 Surrey £20,000</p>

Organisation	Amount Requested	Purpose of grant request	Total project cost	Other Funding			Previous Funding	Amount Recommended
				Funding Type	Amount £	Decision Date		
make the building a target for antisocial behaviour. The centre is rented from MVDC on a fully repairing lease.								
<p>2. Friends of St Margaret's Church, Ockley</p> <p>St Margaret's is the only public building in Ockley which can house up to 250 people. However usage for events such as concerts is restricted by lack of toilet facilities, emergency exits and quiet, modern heating. The proposed community room meets a need for meeting facilities. The village hall hosts a nursery group and is rarely available for other day time activities.</p>	<p>MVDC £40,000 SCC £40,000</p>	<p>To enable St Margaret's Church to be used as a venue for wider community usage. The project entails:</p> <ol style="list-style-type: none"> To construct a new Community Room attached to the Church To install lavatories and a fire exit. To install new heating and new lighting. <p>Planning application has been approved with conditions.</p>	£560,400	<p>Secured:</p> <p>Unencumbered reserves £48,000</p> <p>Recovery of VAT £93,400</p> <hr/> <p>Total Secured £141,400</p> <p>Planned:</p> <p>Trusts £200,000</p> <p>Local businesses £50,000</p> <p>Members £50,000</p> <p>American connections (remainder) £39,000</p> <p>Total Requested from other sources £339,000</p> <hr/> <p>Total Funding £480,400</p> <p>Shortfall £80,000</p> <hr/> <p>Total Project Cost £560,400</p>	No	<p>Recommended MVDC £12,000 SCC £12,000</p> <p>The application and supporting material demonstrates community benefit. However given the scale of the project, an award at the full amount requested would limit opportunities to award other deserving applications. The 'Friends' are effectively exploring all fundraising options and it is expected that they will be able to make up the funding shortfall.</p>		

Organisation	Amount Requested	Purpose of grant request	Total project cost	Other Funding			Previous Funding	Amount Recommended
				Funding Type	Amount £	Decision Date		
3. Oakwood Hill Village Hall The hall is well managed and is used by a wide range of community groups. It has made good use of SBCG funding over recent years	MVDC £4,457 SCC £4,457	1. To replace defective windows with energy efficient noise reducing windows 2. To convert boiler to natural gas and install improved energy efficient panel radiators with modern control system	£13,700	Secured: From reserves Total Secured Requested: Abinger Parish Council Total Requested from other sources Total Funding <i>Shortfall</i> Total Project Cost	£3,566 £3,566 £1,000 £1,000 £4,566 £9,134 £13,700	£13,250 2015/16 £32,600 2013/14 £40,000 2011/12 £30,000 2009/10	Recommended MVDC £4,457 SCC £4,457	
4. Wotton Village Hall The hall is well managed and cared for. The doors are original however and have reached the end of their practical life.	MVDC £1,400 SCC £1,400	The replacement of insecure 1960s wooden fire doors with new PVC doors to provide improved 1) security 2) energy efficiency 3) disabled access 4) emergency evacuation	£4,200	Secured: From reserves Total Secured Requested: Wotton PC Total Requested from other sources <i>Local fundraising</i> Total Funding <i>Shortfall</i> Total Project Cost	£1,400 £1,400 <i>unspecified</i> £0 TBC £1,400 £2,800 £4,200		Recommended MVDC £1,400 SCC £1,400	

Equality Impact Assessment

2017/18 Grant Recommendations



What is being assessed?	2017/18 Grant Recommendations
Department	Partnerships
Name of assessor	Stella Keen
Strategic Management Lead	Rachel O'Reilly
Date of assessment	06/01/17
Is this a new or existing function or policy?	Existing

Section 1: Introduction and background (see p.10 of the guidance)

Please describe your service or function. This should include:

- **The aims and scope**
- **The main beneficiaries or users**
- **The main equality, accessibility, social exclusion issues and barriers, and the 'protected characteristics'¹ they relate to (not all assessments will encounter issues relating to every protected characteristic)**

If this EIA is part of a project it is important to focus on the service or policy the project aims to review or improve.

Mole Valley District Council (MVDC) recognises the significant contribution made by the voluntary, community and faith sector (VCFS) in providing projects and services that improve the social, environmental and economic well-being of our District. MVDC operates a grants process which provides funding to organisations that help the Council to meet its priorities and build capacity within communities.

There are no restrictions on which organisations can apply for a grant as long as they can demonstrate that they are constituted and are able to provide the required health and safety and financial evidence; the Grants Policy sets out the procedure and criteria for grant applications.

All capital grant applications, including the Surrey Community Building grants, are for capital which is used for providing infrastructure to benefit the local community.

The deadline for submission of applications to the Council's Grant Aid for 2017/18 was 30th September 2016 and there were 13 revenue and 4 capital applications made.

In addition to the applications received, it is proposed that a Small Grants Community Fund of £18,500 is established for applications up to £5,000 throughout 2017/18.

In total the capital and revenue expenditure proposed to be allocated to community and voluntary groups for 2017/18 is £273,492, which compares with a total of £279,328 in 2016/17.

¹ More information and definition of protected characteristics can be found [here](#)

Now describe how this fits into the Council's Corporate Priorities, Sustainable Community Strategy or other local, regional or national plans and priorities.

Each grant is individually assessed against the Council's corporate priorities. Grant applications must address at least one corporate priority in order to be considered for a grant.

Overall the provision of grants to community and voluntary sectors contributes to the priority of Community Wellbeing by supporting the specific actions to:

- Improve opportunities for residents to live active lives
- Promote community spirit, encourage individuals, families and communities to support each other and help our neighbourhoods to be more resilient in times of need

If you are not carrying out an equality impact assessment, briefly summarise reasons why you have reached this conclusion, the evidence for this and the nature of any stakeholder verification of your conclusion.

Section 2: Analysis and assessment (see pp. 10-13 of the guidance)

Given available information, what is the actual or likely impact on minority, disadvantaged, vulnerable and socially excluded groups?

Indicate for each 'protected characteristics' whether there may be a positive impact, negative impact, a mixture of both or no impact.

Protected characteristics	Positive	Negative	No impact	Reason
Age	√			<ul style="list-style-type: none"> • The East Surrey Rural Transport Partnership grant will help maintain transport for rural communities which are likely to include elderly people. • The grant for the Chart Downs Community Centre and Social Club will go towards creating a space where clubs and activities such as bingo can be held for the elderly.
Disability	√			<ul style="list-style-type: none"> • The grant for the Chart Downs Community Centre and Social Club will go

				towards creating an accessible toilet. • The Wotton Village Hall grant will go towards improving the disabled access.
Gender reassignment			√	It is not anticipated that the grants will have any specific impact on this protected characteristic.
Marriage and civil partnership			√	It is not anticipated that the grants will have any specific impact on this protected characteristic.
Pregnancy and maternity	√			The grant for the Chart Downs Community Centre and Social Club will go towards the installation of a baby changing facility.
Race			√	It is not anticipated that the grants will have any specific impact on this protected characteristic.
Religion or belief			√	It is not anticipated that the grants will have any specific impact on this protected characteristic.
Sex			√	It is not anticipated that the grants will have any specific impact on this protected characteristic.
Sexual orientation			√	It is not anticipated that the grants will have any specific impact on this protected characteristic.
Other aspects to consider	Positive	Negative	No impact	Reason
Carers			√	It is not anticipated that the grants will have any specific impact on this aspect of consideration.
Rural/urban issues	√			The East Surrey Rural Transport Partnership grant will help maintain transport for rural communities.
HR issues (how will staff with protected characteristics be affected?)			√	It is not anticipated that the grants will have any specific impact on this aspect of consideration.

What can be done to reduce the effects of any negative impacts? Where negative impact cannot be completely diminished, can this be justified, and is it lawful?

Where there are positive impacts, what changes have been or will be made? Who are the beneficiaries? How have they benefited?

It has been recommended to the Executive that grants are awarded in relation to all applications submitted for 2017/18.

The grants will benefit a wide range of people in Mole Valley including those who:

- suffer from rural isolation
- are elderly
- have a disability
- are deprived or disadvantaged

It should be noted that capital grants for the improvement of community buildings are only awarded where there are no restrictions on user groups and particular consideration is given to projects where disabled access and other facilities are being improved.

It is recommended that a three year grant be awarded to Citizens Advice Mole Valley (CAMV) who provide to a small, but vulnerable proportion of the community in the district. CAMV receive a significant proportion of the total grants awarded and although the recommended grant is less than the figure applied for this will allow £18,500 to be used to establish a small-grants fund. This small-grants fund will enable the Council to spread its grant funding capability further across the district.

Section 3: Evidence gathering and fact-finding (see p.14 of the guidance)

What evidence is available to support your views above? Please include:

- A summary of the available evidence
- Identification of where there are gaps in the evidence (this may identify a need for more evidence in the action plan)
- What information is currently captured with respect to usage and take up of services.
- What the current situation is in relation to equality and diversity monitoring (where relevant)

The grant application forms include a section which asks applicants to specify who will benefit from the purpose of the grant. This information is used as part of the assessment process when deciding on recommendations.

Within a twelve month period or at the completion of the project, whichever is the

soonest, all successful applicants are required to submit a report confirming that the intended outcomes of the grant have been met.

How have stakeholders been involved in this assessment? Who are they, and what is their view?

The grants are publicised through press releases, social media, the Council's website, Council's magazine, multi-agency meetings and by email. Grant applications were invited for submission between 1st April 2016 and 30th September 2016. Applications received were scored against the criteria set out in the Grants Policy. The scores were then used by Officers and the responsible Executive Member in determining a recommendation in relation to each grant application. A report containing the recommendations is presented to the Scrutiny Committee for further consideration and this is also made publicly available on the Council's website. The final report is then submitted to the Executive Committee to determine the decision on grants awarded.

Recommendations

Please summarise the main recommendations arising from the assessment. NB If it is impossible to diminish negative impacts to an acceptable or even lawful level the recommendation should be that the proposal or the relevant part of it should not proceed.

Section 4: Action Plan (see pp.15-16 of the guidance)

Actions needed to implement the EIA recommendations

Issue	Action	Expected outcome	Who	Deadline for action

Sign off

Who will be responsible for reviewing this EIA?	Stella Keen
Review date(s) i.e. when will this EIA be reviewed – see p.9 of guidance	December 2017
Strategic Management Lead signed off	

- Signed off electronic version to be kept in your team for review
- Electronic copy to be forwarded to the Policy and Performance Team for publishing

