

# Community Wellbeing and Housing Committee



13 June 2023

<b>Title</b>	<b>Delayed decision relating to Annual Grant Awards 2023/24</b>
<b>Purpose of the report</b>	To make a decision in relation to two awards and agree to review the grant funding criteria for 2024/25.
<b>Report Author</b>	Kamal Mehmood, Strategic Lead Leisure and Community Development
<b>Ward(s) Affected</b>	All
<b>Exempt</b>	No
<b>Exemption Reason</b>	N/A
<b>Corporate Priority</b>	Community
<b>Recommendations</b>	<p><b>Committee is asked to:</b></p> <ul style="list-style-type: none"> <li>• Consider the cross-party Grant Panel recommendations in relation to funding bids from Stanwell Events and Stanwell Foodbank and determine the outcome.</li> <li>• agree to review the Council’s annual grant funding criteria and to stipulate that the basis for their Grant Funding Panel’s recommendation should be incorporated into the funding criteria in future.</li> </ul>
<b>Reason for Recommendation</b>	<ol style="list-style-type: none"> <li>1. To determine the award of funding in relation to two grant funding applications, in accordance with the Committee’s responsibility to oversee the allocation of the annual grant funding budget.</li> <li>2. To provide clarity on the Council’s grant funding criteria for future applicants.</li> </ol>

## 1. Summary

- 1.1 At CWHC meetings in January and March 2023 the Committee determined awards for grant funding applications for 2023/24 financial year.
- 1.2 Two further applications submitted by the same person have come to light. The applications relate to Stanwell Foodbank and Stanwell Events respectively. The applications were submitted within the grant funding window, however, they were not submitted to the correct channel and were

not picked up at the time. As a result, they were not included in the original report.

## 2. Background

- 2.1 The 2023/24 grant funding budget is £249,250, of which £33,350 was carried forward from 2022/23.
- 2.2 Following decisions in January and March 2023 grant funding totalling £224,919 was allocated leaving a balance of £24,331 available within year or to be carried forward into the subsequent financial year.
- 2.3 **Appendix A** sets out further information in relation to the two applications.
- 2.4 A summary of recommendations is captured below.

Organisation	Amount requested	Recommendation
Stanwell Events	£15,000	Reject
Stanwell Foodbank	£15,000	Reject
<b>Total</b>	£30,000	

- 2.5 The funding in both cases was requested to supplement lottery funding to top up the salary of the organisation's chief executive. The cross-party Grant Funding Panel are of the opinion that the Council's limited grant funding budget should not be used to provide, or to top up, chief executive salary costs of charitable organisations and as such have recommended that both applications be rejected.
- 2.6 The Panel have also suggested that to provide clarity in future the Committee should also consider a recommendation that this factor should be incorporated into the future funding criteria.

## 3. Contact

- 3.1 The contact for queries relating to this report is Kamal Mehmood  
K.Mehmood@spelthorne.gov.uk

**Background papers: Annual Grant Awards 2023/24, 17 January 2023**

**Appendices:**  
**A - Application overview**  
**B - Existing Grant Funding Criteria**

## Appendix A

Name of Organisation	Purpose	Supporting information	Grant Panel Comments	Grant requested	Recommendation
Stanwell Foodbank	To enable Stanwell Foodbank to pay their CEO a shortfall in their salary. Enabling them to perform their function in ensuring the smooth running and long-term sustainability of the foodbank	<p>In December 2021 Stanwell Foodbank was awarded a grant, by The National Lottery Community Fund, of £36,944 to be paid in 6 x 6-monthly tranches over 3 years to cover most core costs. This includes salaries and sessional wages, rent and venue hire, energy and fuel, vehicle costs, maintenance and small capital items, and all other costs vital to operating the food bank, apart from food, to ensure sustainability of the food bank for the next 3 years. Food would come from donations and other fundraising.</p> <p>In recognition of the fact that Stanwell Events works in close partnership with Stanwell Foodbank to provide a holistic support service, when assessing Stanwell Foodbank's application, National Lottery recommended that they submit a partnership application. The grant money to be paid to Stanwell Foodbank</p>	The limited grant funds available should not be used to provide or to top up salary costs for a CEO of a charitable organisation.	£15,000	Reject

		including a CEO salary element of £30,000 to be split 50/50 across the 2 charities to ensure that both organisations are driven and overseen by the same leadership for strong partnership working and sustainability. This means that, for the past 11 months, the CEO has been paid only half her trustee-agreed salary (i.e. £15,000 of the £30,000 annual salary). Prior to that we were unable to secure funds to pay any salary. The salary awarded reflects the number of hours worked and the level of responsibility including safeguarding lead, data protection, risk assessment and welfare of service users, staff and volunteers.			
Stanwell Events	To enable the Stanwell Events to pay their CEO a shortfall in their salary. Enabling them to perform their function in ensuring the smooth running and long-term sustainability of the foodbank	As Above	The limited grant funds available should not be used to provide or to top up salary costs for a CEO of a charitable organisation.	£15,000	Reject



## Appendix B

### Current Grant Funding Criteria

In order to be considered by the grant's panel you will need to demonstrate how you meet each of our criteria. This does not mean that meeting these criteria will guarantee you will be successful but it means that your application will be considered.

The criteria that you **MUST** meet are:

- a) You are a voluntary or charitable organisation. We also consider applications from not for profit organisations.
- b) You are located in Spelthorne and/or you provide services for people in Spelthorne.
- c) You support and comply with at least one of Spelthorne Borough Council's values and priorities.
- d) That you are financially stable, but are also not carrying large balances.
- e) That you are not applying for multiple financial support for the same objective. (Unless you are specifically requesting grant match funding).
- f) That you can evidence the need and your ability to meet that need for what you are aiming to achieve.
- g) That you can evidence clearly how success will be measured and how you will monitor achievement.
- h) That you have been able to flex and adapt your service provision as a response to emerging need and in particular as a result of COVID-19.