

Englefield Green Section 106 Funding (Community Services, Darren Williams)

Synopsis of report:

To provide contextual background information on the S106 funding received by the Council relating to the Runnymede Campus development, at Coopers Hill Lane, Englefield Green

To provide an overview of the two areas of focus of this report from within the S106 monies, those being the small grants funding and the major projects fund

To set out a proposed way forward for the identification of projects to potentially be funded from S106, and the engagement/decision making processes that will be followed

Recommendation(s):

- i) Members approve the proposed delivery of the revised small grant scheme for Englefield Green for grants of up to £7,000 in value utilising the S106 allocation set aside for Minor Projects, as set out in sections 3.9 – 3.12 of the report; and**
- ii) Members approve the process outlined for the identification of projects and decision-making process on funding, related to the major projects fund, as set out in sections 4.7 – 4.9 of the report.**

1. Context of report

1.1 In 2018, a planning application was approved by the Council, relating to the development of the Runnymede Campus, at Coopers Hill Lane, Englefield Green (planning ref – RU.17/1649).

1.2 As part of the planning conditions, requirements in relation to Section 106 payments were stipulated and cover expenditure incurred by both Runnymede and Surrey County Council and are summarised as follows:

Scheme	Value
Community Support Facilities	£400,000
Minor Projects Contribution	£85,253
Cycle Lane Link	£100,000
Real Time Bus Information	£15,000
Yellow Bus Scheme	£79,905
Monitoring Fee	£10,000
Travel Plan Audit	£6,125
Travel Vouchers	£100 (for each open market unit or affordable housing unit)

1.3 From the above information, the focus of this report, is on the use of the sums relating to Community Support Facilities and the Minor Projects Contribution.

- 1.4 In relation to the Community Support Facilities, whilst small amounts of money have already been spent, there is a lack of clear process for identifying need and potential projects and opportunities within Englefield Green. As a result this report looks to provide a way forward, to ensure the allocation is committed before the expiry date for use of the funding (date to be advised).
- 1.5 The Minor Projects Contribution has previously been established by the former Community Development Business Unit as a minor project grant scheme, providing opportunity for community organisations to apply for funding for capital costs relating to new or the development of existing projects and services delivered. Whilst the principle of delivery is intended to remain the same, the process for applying and approval of grants is proposed to be revised to ensure a clear process can be advertised to voluntary and community organisations either based in, or delivering services in, Englefield Green.

2. **Report and recommendations**

- 2.1 This report focusses on two areas of the agreed S106 contributions, linked to the development of the Runnymede Campus at Coopers Hill Road, Englefield Green. These are the Community Support Facilities scheme and the Minor Projects Contribution
- 2.2 The report focuses on establishing a way forward to ensure S106 contributions are spent appropriately to meet the requirements of Englefield Green and can be justified. In doing so, it is intended to create processes that are clear, able to be promoted and that residents and voluntary, community and faith sector organisations can engage in.
- 2.3 The report also seeks to clarify the decision-making processes relating to the award of any funding to any internal council project or to any partner organisation seeking funding. In doing so, it is intended that this S106 funding scheme will follow broadly the Developer Contributions Governance Arrangements, approved by Corporate Management Committee in January 2023.
- 2.4 However, whilst the report details changes to the process for approval of funding through the already approved above policy, it is recognised that previously arrangements involved ward Councillors having a significant level of input into allocation of funding. Not wanting to lose the spirit of ward Councillor participation, this report also sets out how ward Councillors will be included within future processes.
- 2.5 To ensure clarity, the report is split into two sections, to focus on each of the identified S106 funding schemes.

3. **Minor Projects Contribution**

- 3.1 The definition of the Minor Projects Contribution within the planning conditions is set as “towards worthy small projects or causes in the local area of Englefield Green which benefit both new or existing residents as identified by the Borough Council in consultation with local residents”.
- 3.2 Since the existing Minor Projects grant scheme was launched a total of 5 applications have been approved, totalling £17,402. A summary of which is set out below:

Applying Organisation	Summary of Application	Amount Awarded £
St Jude's C of E School	Swimming pool liner	5,000
Englefield Green Cricket Club	Cricket strip	3,402
EGVRA	Items for annual village fair	3,000
Draughtbusters	Draught excluding items	1,000
The Egham Band	Purchase of instruments	5,000

Given the above grant awards, the remaining balance against the Minor Projects contribution is £67,851. It is proposed that a grant scheme approach is continued for the remaining sum of money.

- 3.3 The above funding has generally been awarded following the identification of a project by an Englefield Green ward Councillor (prior to this municipal year), followed by an application form being submitted to officers of the Council. Once a screening of the document has been completed and a decision on its eligibility against that set for the grant scheme, ward Councillors would be contacted with a copy of the application, and each would be asked to respond as to whether they supported the application or not. A decision on funding would then be made based on the majority decision.
- 3.4 Going forward, it is intended that the grant scheme would be publicised as such, to ensure that all resident groups, voluntary and community organisations, both based in or serving residents of Englefield Green, have an awareness of the grant funding opportunity.
- 3.5 It is intended that the scheme will be promoted with a clear application process, including a start date and closing date for applications, with guidance on suitable projects being made available. A copy of the intended scheme guidance will be made available. The grant scheme will be promoted via social media, the Council's website, Community Noticeboards, in paper formats at existing community buildings in Englefield Green and through word of mouth, particularly via ward Councillors and the Englefield Green Community Action Group, facilitated by the Community Development team within the Council.
- 3.6 The grant scheme will be available for capital funding only, although small amounts of associated revenue funding are also able to be included within applications. Given the purpose is primarily to fund capital projects, it is proposed that the maximum application value is amended from the £5,000 currently set to £7,000.
- 3.7 Completion of an application form will be required, which will be made available via the Council's website. However, to ensure the scheme can be accessed by all, this will also be converted into a paper format and made available upon request.
- 3.8 The approval process will link to the Developer Contribution Governance arrangements, whilst retaining local involvement from ward Councillors. Therefore, the following process is proposed:
1. Applications submitted will be received by Officers in Community Development and reviewed to ensure that all aspects of the form are completed and that the project meets both the criteria set and the capital funding requirement.

2. Applications that meet all requirements will be provided to ward Councilors, together with a template feedback form. Councilors will be invited to comment on some or all the applications, indicating support or otherwise for each.
 3. All applications will then be provided to the Developer Contributions Advisory Group, together with the comment sheets from Councillors, where consideration and final recommendations for approval of projects will be made.
- 3.9 The recommended applications will be presented to this Committee with recommendations for approval made to Corporate Management Committee for a final decision, to ensure compliance with Community Infrastructure Levy (CIL) Policy.
- 3.10 Any remaining funding at the end of the process will be rolled forward into a second funding round, unless the remaining value is such that an alternative way of allocating funding would be more appropriate.
- 3.11 One application has been submitted to the Council by Englefield Green Village Residents Association, and it is proposed that to ensure this application is treated consistently with the process against which it was submitted, this application will be circulated and considered for possible approval, by ward Councillors.
- 3.12 It is intended that the new scheme will be launched in August 2023.

4. Community Support Facilities

- 4.1 The purpose of the Community Support Facilities funding, as outlined in the planning conditions is “towards the costs and maintenance of community social and physical infrastructure projects in Englefield Green that benefit new and existing residents”.
- 4.2 Since the funding was received a total of £67,763 has been allocated. A summary of which is set out below:

Recipient Organisation/Project Title	Summary of Project	Amount Awarded
The Village Centre	Kitchen Café refurbishment	£50,712
Kings Lane Bike Ramp	Kings Lane Bike Ramp	£17,051
	Total	£67,763

- 4.3 As a result, a remaining balance of £332,237 is available to spend.
- 4.4 Currently, there is no set process for spending the remaining funding. Therefore, to ensure that suitable projects are identified, and available monies spent, this report sets out a process for this strand of S106 monies.
- 4.5. Whereas the Minor Projects fund has been set up as a grant scheme, this funding has the potential to be spent directly by the Council to identified infrastructure projects, or for infrastructure projects to be delivered in partnership with local voluntary, community, and faith sector organisations.
- 4.6 However, working to the themes of the Council’s Corporate Business Plan, in particular Empowering Communities, and its associated strategy, it is recognised that

in determining how the funding should be spent, there is a need to ensure residents and community organisations in Englefield Green are engaged.

- 4.7 Therefore, the following process is proposed to identify potential infrastructure projects for Englefield Green and for the approval of projects and commitment of funding.
1. Possible infrastructure projects will be identified by Officers of the Council
 2. Meeting(s) between Officers and ward Councillors, together with the Chairman of Community Services Committee, will be held to discuss potential infrastructure projects and identified needs across the two Englefield Green wards
 3. Engagement with residents and local organisations will be undertaken to identify potential projects and needs of the community itself. This process will be led by the Community Development team, facilitated via the established Englefield Green Community Action Group
- 4.8 Once project ideas are identified, Officers will provide the Developer Contributions Advisory Group with a summary of all projects, for a shortlist of preferred projects to be compiled. Where a shortlisted project is proposed to be delivered by a community organisation in partnership with the Council, they will be asked to submit an application form/business case. This will also apply to projects to be delivered by the Council.
- 4.9 When application forms/business cases are submitted, these will be submitted to this Committee for consideration with recommendations for approval to Corporate Management Committee.
- 4.10 It is intended that this process will commence from July 2023. However, Members are advised that three existing enquiries/applications have been received for funding, at levels likely to be above the Minor Projects threshold of £7,000. Therefore, in order to ensure these organisations have the opportunity to access funding, each of the organisations will be invited to submit an application/business case, for consideration by Corporate Management Committee.

This means they are passported beyond the shortlisting stage. However, this does not guarantee funding being confirmed. The organisations/projects that will be passported to the committee approval stage are as follows:

Organisation	Project Overview
Vivian Bairstow (org TBC)	Commemorative Clock
Englefield Green Scout Group	Demolish and replace wooden storage shed
St Jude's Church	Cleaning of clock, replacement downpipes, uplighting

5. Financial Implications

- 5.1 The funding that will be allocated through both schemes has been received as part of the Section 106 contributions relating to the Runnymede Campus development. No additional funding, either one-off or ongoing, will be added to the process by the Council.

- 5.2 All Minor Project grant applications and infrastructure projects proposed to be delivered by community organisations, will be required to outline how the project will be sustained beyond the grant funding award, as further funding from the Council to continue projects will not be available.
- 5.3 Where an infrastructure project is identified that will be delivered by the Council, or where support with maintenance etc. is required from the Council, any ongoing revenue costs will need to be identified. Where ongoing revenue costs cannot be funded within existing budgets, the project will be subject to approval of an associated supplementary budget. Given the financial position of the Council, where additional ongoing budget provision is required, Members are advised that viability and therefore approval of such projects will be significantly reduced.
- 5.4 Community Support Facilities and Minor Projects spend to date:

	Community Support Facilities £	Minor Projects £
Monies Received		
Moved to Capital Reserve	17,051	-
Spend 21/22	50,712	8,402
Spend 22/23		9,000
Allocated to Date	67,763	17,402
Remaining Balance	332,237	67,851

6. Legal implications

- 6.1 Section 106 funding being specific to location and type of funding, the monies provided by the developer and held by the planning department needs to be spent and allocated as per the agreed requirements, hence the limitations provided in this report. Any amounts un-allocated within the relevant period will be reimbursed to the payer, providing the deadlines (to be advised).
- 6.2 Specific Legal requirements will be provided within the reports relating to each project.

5. Policy Implications

- 5.1 The delivery of both schemes in relation to the developer contributions for Englefield Green, look to engage residents, communities and local voluntary, community, and faith sector organisations in the shaping of community projects and infrastructure enhancements in Englefield Green. This supports the Council's corporate business plan against the theme of Empowering Communities.
- 5.2 Applications to both schemes will require projects to be linked to objectives within the Council's Health and Wellbeing strategy and Climate Change strategy.

6. Equality implications

6.1 An Equalities Impact screening document has been written to ensure that all within the Englefield Green community are both able to apply for funding or contribute to the engagement process, identifying possible infrastructure spend for the area. This is with the Equalities Group for review.

7. Environmental/Sustainability/Biodiversity implications

7.1 It is intended that within the grant application process, applicants will be asked to identify how they will promote environmental sustainability through the delivery of their service or project.

7.2 Project applications will be accepted for environmental projects which meet the objectives of the Council's Climate Change strategy, further promoting environmental sustainability.

8. Conclusions

8.1 With the Council having received funding specifically to enhance the Englefield Green area, the priority is to ensure that the funding is spent on appropriate projects in a timely manner.

8.2 In doing so, there is a need to ensure that residents and voluntary, community and faith sector organisations are engaged and that there is an equality of opportunity to apply for funding and to contribute ideas around potential infrastructure projects.

8.3 This report provides the process which Officers will work to, with appropriate Member engagement at ward level and decision-making processes in accordance with the Developer Contribution Governance arrangements, previously approved by Corporate Management Committee.

8.4 It is hoped that this opportunity is one that will be embraced by the community, together with the Council in making enhancements to the wards of Englefield Green East and Englefield Green West.

(To Resolve)

Background papers

[\(Public Pack\)Agenda Document for Corporate Management Committee, 19/01/2023 19:30](#)
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