Wiltshire Council
Where everybody matters

Report to   Corsham Area Board
Date of meeting   22nd March 2018
Title of report   Health and Wellbeing Funding

Purpose of the Report:
To consider the applications for funding listed below together with the recommendations of the Health and Wellbeing Group.

Applicant	Amount requested	Health and Wellbeing Group recommendation
Carers in Wiltshire	£2,537.77	To agree to the funding request
Celebrating-Age contribution	£1,500	To agree to the funding request

1. Background

The recommendation from the Health and Wellbeing Group has been made in accordance with the following guidelines:

- **Health and Wellbeing Groups Spending Guidelines**

Members of the Health and Wellbeing Group have considered this application and identified it as a priority for Area Board funding.

2. Main Considerations

2.1. Councillors will need to be satisfied that Health and Wellbeing Groups awarded in the 2017/2018 year are made to projects that can realistically proceed within a year of it being awarded.

2.2. Councillors will need to be assured that carers, older and/ or vulnerable people will benefit from the funding being awarded. The money must be used to invest in projects that will support adults living within a community area. While not exclusively restricted to older people, the investment should be made in such a way as to make the maximum impact on health and wellbeing within a given community area.

2.3. Councillors will need to ensure measures have been taken in relation to safeguarding older and vulnerable people.

3. Environmental & Community Implications

Health and Wellbeing Funding will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent of which will be dependent upon the individual project.

4. Financial Implications

Financial provision had been made to cover this expenditure

4.1. Corsham Area Board was allocated £6700

4.2. The Corsham Area Board Health and Wellbeing Funding balance for 2017/18 is £6,700

4.3. All decisions must fall within the Health and Wellbeing Funding allocated to Corsham Area Board.

1. **Legal Implications**
   There are no specific legal implications related to this report.

2. **Human Resources Implications**
   There are no specific human resources implications related to this report.

3. **Equality and Inclusion Implications**
   Ensuring that Community Area Boards and Health and Wellbeing Groups fully consider the equality impacts of their decisions in designing local positive activities for young people is essential to meeting the Council's Public Sector Equality Duty.

4. **Safeguarding Implications**
   The Area Board has ensured that the necessary policies and procedures are in place to safeguard children and young people. The Community Engagement Manager has assessed this application agreed it meets safeguarding requirements.

5. **Applications for consideration**

Application ID	Applicant	Project Proposal	Requested
Cor001	Carers in Wiltshire	To reach lonely and isolated carers and residents	£2,537.77

Project description

Loneliness and isolation are a huge problem amongst the elderly in general, but elderly carers are twice as likely to feel lonely as their peers. Of the estimated 1,800 unpaid carers in the Corsham area, over 1,400 feel lonely sometimes, and around 450 feel lonely all the time.

We'd like to reach Corsham residents who may be lonely and connect them with local organisations and groups which can support them or offer social inclusion. We will work with other organisations such as Age UK and Alzheimer's Society to ensure respondents are referred to the most appropriate organisation or group.

We'd like to address this as follow:
- Create a poster and postcard addressing the issue of loneliness and isolation.
- Place posters in local GP surgeries, supermarkets, libraries etc.
- Deliver postcards to 18,700 homes in the Corsham, Box, Colerne and Lacock
- The print approach is key as it ensures we reach elderly people who do not use social media or the internet. The campaign will also be supported on social media to increase reach and frequency.
- Provide a phone answering service to signpost all elderly Corsham residents (not just carers) who respond to the postcard, to local activities and groups. Carers will be supported by CSW.
- Run a monthly group for isolated carers, and provide assistance with respite care, and transport to ensure the group is accessible to those who need it
- Signpost to other organisations already running groups in Corsham

Recommendation of the Health and Wellbeing Group			

Recommendation of the Health and Wellbeing Group

The health and wellbeing group considered this application and unanimously supported the proposal particularly the emphasis upon combining both a single point of contact whilst signposting and sharing the data and information with all the partner organisations

Recommendation:

That the application meets the grant criteria and is approved for £2,537.77

Application ID	Applicant	Project Proposal	Requested
Cor002	Celebrating Age Project	To run cookery and advice sessions	£1,500

Project description

The Celebrating Age Project aim is to make cultural events and activities more accessible to older people who would not normally be able to experience them.

The health and wellbeing group via the Area Board contributed £1,500 to year 1 of the project and it is now being asked for £1,500 for year 2. The project has proved very successful and has enabled 10 events to be put on n the community area per year. This has included all 4 parishes in the community area.

The project involves many partners working together including the Wiltshire Music Centre, Arts Foundation and more locally with the Pound Arts.

Recommendation of the Health and Wellbeing Group

That the application meets the grant criteria and is approved for £1,500

No unpublished documents have been relied upon in the preparation of this report

Report Author	Name: Richard Rogers
	Email: Richard.rogers@wiltshire.gov.uk

Health and Wellbeing projects and activities
FUNDING APPLICATION

1. **Applicant:**

Name	Jon Berridge
Organisation	Carer Support Wiltshire
Address	The Independent Living Centre, St. George's Road, Semington, BA14 6JQ
Phone number	01380 819604
Email address	jonb@carersinwiltshire.co.uk

2. **Amount of funding required from the Area Board:**

£0 - £1000	
£1001 - £5000	£ 2,970
Over £5000 (please note – our grants will not normally exceed £5000)	

3. **Are you applying on behalf of a Parish Council?**

Yes	
No	x

4. **If yes, please state why this project cannot be funded from the Parish Precept?**

5. **Project title?**

Community Connections

6. **Project summary: (100 words maximum)**

Loneliness and isolation are a huge problem amongst the elderly in general, but elderly carers are twice as likely to feel lonely as their peers. Of the estimated 1,800 unpaid carers in the Corsham area, over 1,400 feel lonely sometimes, and around 450 feel lonely all the time.

We'd like to reach Corsham residents who may be lonely and connect them with local organisations and groups which can support them or offer social inclusion. We will work with other organisations such as Age UK and Alzheimer's Society to ensure respondents are referred to the most appropriate organisation or group.

7. **Which Area Board are you applying to?**

8. **What is the Post Code of the place where your project is taking place?**

SN12 8
SN13 0
SN13 8
SN13 9
SN14 8
SN13 0
SN13 9
SN14 0
SN15 2

9. **Please tell us which themes best describe your project:**

Intergenerational projects x Older People Support/Activities x Carers Support/Activities Promoting physical and mental wellbeing x Combating social isolation Promoting cohesive/resilient communities Arts, crafts and culture Safer communities	Heritage, history and architecture Inclusion, diversity and community spirit Environment, recycling and green initiatives Sport, play and recreation Transport Technology & Digital literacy Other

If Other (please specify)

10. **About your project**

Please tell us about your project (a strong application will address all of the following):

How does your project support local needs and priorities?

According to the latest Age Concern and Help the Aged survey results, 7 per cent of people 65+ in England say they always or often feel lonely. Including those who say they are sometimes lonely, the figure rises to 33 per cent. (Age UK "Loneliness and Isolation Review")

Amongst carers over 65, the statistics on loneliness are alarming, with 25% saying they always or frequently feel lonely. Including those who say they are sometimes lonely, the figure rises to 62%.

Isolation among older carers can be caused by a number of factors:
- The need for the carer to stay with the cared-for person, leaving them both house-bound in many cases
- The increased financial pressure which forces many to give up social and leisure activities
- A lack of suitable transport – this is more difficult for older carers who are less able to help the cared-for person in and out of a car, or where public transport is limited
- This isolation is compounded by the fact that older people are less likely to use the internet, which is how most local events are promoted. As a result many elderly carers are not aware of events happening locally. Lack of IT skills also makes it more difficult to stay in touch with friends and family.

We'd like to address this as follow:
- Create a poster and postcard addressing the issue of loneliness and isolation.
- Place posters in local GP surgeries, supermarkets, libraries etc.
- Deliver postcards to 18,700 homes in the Corsham, Box, Colerne and Lacock

- The print approach is key as it ensures we reach elderly people who do not use social media or the internet. The campaign will also be supported on social media to increase reach and frequency.
- Provide a phone answering service to signpost all elderly Corsham residents (not just carers) who respond to the postcard, to local activities and groups. Carers will be supported by CSW.
- Run a monthly group for isolated carers, and provide assistance with respite care, and transport to ensure the group is accessible to those who need it
- Signpost to other organisations already running groups in Corsham.

We are confident this approach will enable us to engage with difficult to reach elderly people who are lonely or isolated. We will support carers, and refer non-carers to the appropriate group or organisation in their community.

How many older people/carers to do you expect to benefit from your project?

290 elderly Corsham, Box, Colerne and Lacock residents who are not currently in contact with local charities and community groups.

With a comprehensive mailing to 18,700 Corsham homes, we hope to reach the majority of lonely elderly people – including carers.
With an average response rate of 5.6% we would expect to engage with around 78 lonely carers. (5.6% of the 1,400 carers in Corsham who feel lonely or isolated)
The retirement age population of Corsham is estimated at 3740. Again, with a 5.6% response rate we would expect to engage with over 210 elderly people.
Carer Support Wiltshire will handle all enquiries generated by the campaign, offering support to carers and signposting non-carers to relevant local organisations, groups and activities.

How will you encourage volunteering and community involvement?

The campaign messaging will include a call to action for volunteering. Respondents interested in volunteering will be directed to the most relevant local organisations and groups based on their interests and experience.

How will you ensure your project is accessible to everyone (for example: people living with a disability or on low incomes, or vulnerable, or socially isolated etc.)?

Part of Carer support Wiltshire's commitment to this project is to provide respite care and assistance with transport for those carers who would otherwise be unable to attend local group activities.

Carer Support Wiltshire group events are free of charge, as are many other local groups.

The blanket mail approach ensures all Corsham residents are reached – including elderly non-internet users.

How will you work with other community partners?

We have contacted Age UK and Alzheimer's Society and both are keen to work with us to handle enquiries and refer people.

We will contact all local groups and organisations which have events of social activities in Corsham to discuss referral procedures and offer opportunities to get involved in the project. Community partners will need to provide information on their events and contact details in order to participate in the campaign. They will not need to commit any resources (staff or funding) to the campaign.

11. Safeguarding

Please tell us about how you will protect and safeguard vulnerable people in your project (You must address all of the following):

- Please provide evidence of your commitment to safeguarding and promoting the welfare of older/vulnerable people and their carers.
- How do you make sure staff and volunteers understand their safeguarding responsibilities?
- Who in your organisation is ultimately responsible for safeguarding?

CSW is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults engaged in the breadth of its activities. We have a safeguarding policy which outlines the duty and responsibility of staff, volunteers and trustees working on behalf of CSW in relation to the protection of vulnerable adults from abuse.

All CSW staff undergo mandatory Safeguarding Vulnerable Adults from Abuse Training which is refreshed every three years. Managers undertake the Wiltshire Council Safeguarding Vulnerable Adults from Abuse Training for managers.

The designated Vulnerable Adult Protection Officer for CSW is the Chief Executive. The role of the designated officer is to oversee all instances involving adult protection that arise within CSW. They will respond to all vulnerable adult protection concerns and enquiries. Specialist training is provided for this member of staff.

12. Monitoring your project.

How will you know if your project has been successful? *required field

A unique phone number, postal address and email address will be set up for the campaign, so we will be able to track the exact number of enquiries.

CSW will track carer respondents to measure levels of engagement with CSW services. Non-carer respondents will be tracked (anonymously) from initial contact to referral. We will encourage all referral partners to document referrals received from this campaign, and to submit the results to CSW so a comprehensive report can be produced.

13. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

This is initially a one off mail out to connect with lonely and isolated elderly people who are difficult to reach. If the approach proves successful, we would plan to repeat the campaign in 24 months. With data from the first campaign to demonstrate results, we are confident we can secure corporate funding for future campaigns.

14. If this application forms part of a larger project (eg a community navigation project), please state what this project is and approximately how much the overall project will cost?

15.Finance:

15a. Your Organisation's Finance:

Your latest accounts: March 2017

Total Income: £ 1,276,003.00

Total Expenditure: £ 1,275,989.00

Surplus/Deficit for the year: £ 14.00

Free reserves currently held: £ 2,256.00
(money not committed to other projects/operating costs)

Why can't you fund this project from your reserves:

We do not have sufficient funds in our reserves to pay for this project. We provide a county-wide service and are unable to deplete our reserves to fund a project with such a limited local focus.

15b. Project Finance:

Total Project cost	£ 9,096
Total required from Area Board	£ 2,970

Expenditure	**£9,096**	**Income**	**£6,126**	**Tick if income confirmed**
NB. If your organisation reclaims VAT you should exclude VAT from the expenditure (Planned project costs help)		(Planned Income help)		
Postage	1780	Programme co-ordinator	768	✓
Printing	940	Admin	842	✓
Postcard and poster design	350	Transport (carers)	560	✓
Phone line staffing	1120	Respite (carers)	1680	✓
Programme co-ordinator	768	Meeting costs (6 meetings)	1056	✓
Admin	842	Phone Line Staffing	560	
Transport (carers)	560	Programme co-ordinator	660	
Respite (carers)	1680			
Meeting costs (6 meetings)	1056			
Total	**9096**	**Total**	**6,126**	

16. Have you or do you intend to apply for a grant for this project from another area board within this financial year? *required field

Yes
No

17. Please list which area boards you are intending to apply, including this one (You can apply to a maximum of 3 Area Boards for the same project in a financial year) *required field, if Yes to Q11.

Melksham
Corsham

18. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request (You DO NOT need to send these documents to us):

Quotes:
☒ I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Project/Business Plan:
 For projects over £50,000: I will make available on request a **project or business plan** (including estimates) for projects where the **total project cost** (as declared in the financial section above) exceeds £50,000 (tick only when total project cost exceeds £50,000).

Accounts:
☒ I will make available on request the organisation's **latest accounts**

Constitution:
☒ I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:
☒ I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):
 I will make available on request evidence of ownership of buildings/land
 I will make available on request the relevant planning permission for the project.
 I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...
☒ I confirm that the information on this form is correct, any award received will be spent on the activities specified.

Health and Wellbeing projects and activities
FUNDING APPLICATION

10. Applicant:

Name	Rebecca Seymour
Organisation	Wiltshire Music Centre
Address	Ashley Road, Bradford on Avon, BA15 1DZ
Phone number	01225 860110
Email address	Rebecca.seymour@wiltshiremusic.org.uk

11. Amount of funding required from the Area Board:

£0 - £1000	
£1001 - £5000	£1,500
Over £5000 (please note – our grants will not normally exceed £5000)	

12. Are you applying on behalf of a Parish Council?

Yes	
No	x

13. If yes, please state why this project cannot be funded from the Parish Precept?

14. Project title?

Celebrating Age Wiltshire

15. Project summary: (100 words maximum)

Celebrating Age Wiltshire Partnership, led by Wiltshire Music Centre, is in its second year providing a programme of arts/cultural events in 6 Wiltshire communities in libraries and community settings.   The Project Development Worker (PDW) has developed a programme of work in each community in consultation with the CEMs, Older People's Champions and existing groups of older people and representatives of charities working with these groups.

The programme involves regular monthly activity in small, local community settings, village halls, library hubs, delivered through a range of arts such as:
- live performance, music, dance, poetry, theatre, presentations
- Participatory work – art, pottery, making,
- Longer project work using facilitated words and creativity
- Local history, museum memorabilia and handling collections

The programme is being delivered in partnership with the arts/cultural organisations involved in the bid.
We are seeking a small contribution from each Area Board where activity will be taking place for the second year of the project.

16. Which Area Board are you applying to?

Corsham ▾

17. What is the Post Code of the place where your project is taking place?

SN13 9DN

18. Please tell us which themes best describe your project:

☐ Intergenerational projects

☑ Older People Support/Activities

☑ Carers Support/Activities

☑ Promoting physical and mental wellbeing

☑ Combating social isolation

☑ Promoting cohesive/resilient communities

☑ Arts, crafts and culture

☐ Safer communities

☑ Heritage, history and architecture

☑ Inclusion, diversity and community spirit

☐ Environment, recycling and green initiatives

☐ Sport, play and recreation

☐ Transport

☐ Technology & Digital literacy

☐ Other

If Other (please specify)

10. About your project

Please tell us about your project (a strong application will address all of the following):

How does your project support local needs and priorities

Celebrating Age creates high quality arts, culture and heritage activity for older people which is delivered in their own community settings during daylight hours. The partnership includes Wiltshire Council Library Servic as well as Age UK and cultural organisations.
In Year 1 of the project, the PDW has consulted with The CEMs, Older people's champion, local community grou and workers sign posted to her, to identify the type of arts activity and events older people would like to particp and attend. The project will also offer free tickets for the people who undertake local activity to attend events, performance and exhibitions in the partner venues.

In this way, it focusses on the priorities already identified by the Corsham JSA in the report 'Our Community Matters'. The PDW is organising the events with the guidance and support of the Older People's Champion and

How many older people/carers to do you expect to benefit from your project

The project aims to reach betw een 30 - 50 people per event. At the first event at Box Methodist Church in Nove
 35 people and at the Springfield Commnity Campus event in January 2018, organised in partnership w ith the Ar
100 older people. We are planning events once a month for 10 months of the year and hope to gather a follow i
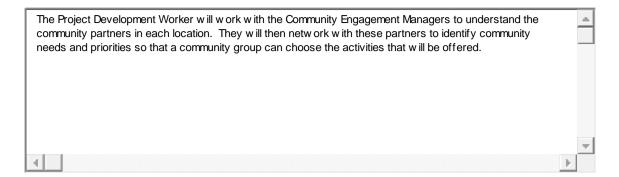people to attend each month and experience a range of different arts activity.

How will you encourage volunteering and community involvement?

The Project Development Worker w ill w ork w ith existing voluntary and community groups, including the
CEM and OP champion and local charities to identfy how best to access the community in the Corsham area.
Community groups have been and w ill continue to be consulted to decide w hat sort of activity is to be provided
the monthly session and also to identify the older people w ho may w ant to benefit from the activities.
Volunteers support each event, from link drivers to helping w ith refreshments.

How will you ensure your project is accessible to everyone (for example: people living with a disability oron low incomes, orvulnerable, orsocially isolated etc.)?

The w ork w ill be offered free for the first tw o years to ensure that it is accessible to everyone,
regardless of ability to pay. In the third year, the community groups can decide either to fundraise to support
part of the costs, or to make a small charge for attendance. The activity w ill take place in libraries, church halls
and other community facilities w hich are accessible to older and disabled people.   The Project Development Wo
w ork w ith community w orkers and groups in each area to identify socially isolated people w ho may be
encouraged to take part. The participants w ill also be able to access free and reduced price tickets for events
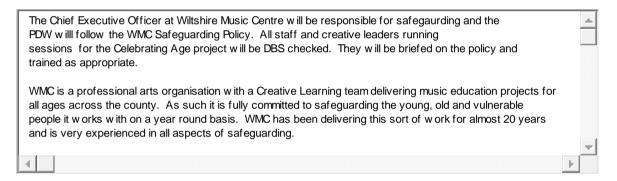venues.

How will you work with other community partners?

> The Project Development Worker will work with the Community Engagement Managers to understand the community partners in each location. They will then network with these partners to identify community needs and priorities so that a community group can choose the activities that will be offered.
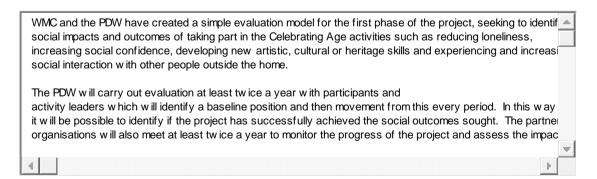
11. Safeguarding

Please tell us about how you will protect and safeguard vulnerable people in your project (You must address all of the following):

- Please provide evidence of your commitment to safeguarding and promoting the welfare of older/vulnerable people and their carers.
- How do you make sure staff and volunteers understand their safeguarding responsibilities?
- Who in your organisation is ultimately responsible for safeguarding?

> The Chief Executive Officer at Wiltshire Music Centre will be responsible for safegaurding and the PDW willl follow the WMC Safeguarding Policy. All staff and creative leaders running sessions for the Celebrating Age project will be DBS checked. They will be briefed on the policy and trained as appropriate.
>
> WMC is a professional arts organisation with a Creative Learning team delivering music education projects for all ages across the county. As such it is fully committed to safeguarding the young, old and vulnerable people it works with on a year round basis. WMC has been delivering this sort of work for almost 20 years and is very experienced in all aspects of safeguarding.

12. Monitoring your project.

How will you know if your project has been successful? *required field

> WMC and the PDW have created a simple evaluation model for the first phase of the project, seeking to identif social impacts and outcomes of taking part in the Celebrating Age activities such as reducing loneliness, increasing social confidence, developing new artistic, cultural or heritage skills and experiencing and increasi social interaction with other people outside the home.
>
> The PDW will carry out evaluation at least twice a year with participants and activity leaders which will identify a baseline position and then movement from this every period. In this way it will be possible to identify if the project has successfully achieved the social outcomes sought. The partner organisations will also meet at least twice a year to monitor the progress of the project and assess the impac

13. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

The annual cost of the project is betw een £60,000 and £70,000 a year for three years. Arts Council England are grant funding (committed) betw een 47% and 55% of the project depending on the year. A small contribution of £1,500 per year is being sought from each Area Board w here activity w ill take place. If this is not possible, w e w ill seek the funding from other local sources. The project seeks to establish groups in each area involved in choosing the activities. The Project Development Worker w ill aim to encourage these groups to continue after the

14. If this application forms part of a larger project (eg. building of new village hall), please state what this project is and approximately how much the overall project will cost

The total Celebrating Age project w ill cost £201,991 over three years. This represents a leverage value for the Area Board of 45 times if funding is provided over the three year period.

16.Finance:

15a. Your Organisation's Finance:

Your latest accounts:

Month [March ▼] Year [2016 ▼]

Total Income:

£ [916008]

Total Expenditure:

£ [955278]

Surplus/Deficit for the year:

£ [-39270]

Free reserves currently held:
(money not committed to other projects/operating costs)

£ [211750]

Why can't you fund this project from your reserves:

This is an Arts Council England funded project involving a range of partners: Wiltshire Library Service, 3 major arts organisations in the county (WMC, the Pound and Wiltshire Creative), Community First, Age UK and Wiltshire Museum and Salisbury Museum.
All partners are supporting the project w ith facilities and/or tickets for events and community resource involvement.

We are a small community group and do not have annual accounts or it is our first year: ☐

15b. Project Finance:

Total Project cost   £ [201991]

Total required from Area Board £ 1500

Expenditure	£	Income	£	Tick if income confirmed
NB. If your organisation reclaims VAT you should exclude VAT from the expenditure (Planned project costs help)		(Planned Income help)		
Project Dev Worker	50260	Event tickets donation	48000	☑
Travel/Exp	6870	Office provision	3060	☑
Office costs	7172	Space provision	18000	☑
Marketing	2948	Other Area Board	25500	☐
Activity Delivery	60000	Arts Council Grant	99931	☑
Event tickets	48000	Participation fees	6000	☐
Space hire	18000			☐
Management	8742			☐
				☐
				☐
Total	201992	Total	200491	

16. **Have you or do you intend to apply for a grant for this project from another area board within this financial year? *required field**

    ◯   Yes

    ◉   No

17. **Please list which area boards you are intending to apply, including this one (You can apply to a maximum of 3 Area Boards for the same project in a financial year) *required field, if Yes to Q11.**

    Project is different in each of the 6 areas: Trow br', Calne, Salis

18. **DECLARATION**

    Supporting information - Please confirm that the following documents will be available to inspect upon request (You DO NOT need to send these documents to us):

    Quotes:

    ☑   I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Project/Business Plan:

☑   For projects over £50,000: I will make available on request a **project or business plan** (including estimates) for projects where the **total project cost** (as declared in the financial section above) exceeds £50,000 (tick only when total project cost exceeds £50,000).

Accounts:

☑   I will make available on request the organisation's **latest accounts**

Constitution:

☑   I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

☑   I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

☐   I will make available on request evidence of ownership of buildings/land

☐   I will make available on request the relevant planning permission for the project.

☐   I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

☑   I confirm that the information on this form is correct, any award received will be spent on the activities specified.