

BELPER TOWN COUNCIL

APPLICATION FOR SERVICE LEVEL AGREEMENT

1. NAME of ORGANISATION: Derbyshire Community Transport

2. NAME and ADDRESS of CONTACT

Liz Esnouf
272 Derby Road,
Marehay,
Ripley,
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3. POSITION in ORGANISATION: Managing Director

4. TELEPHONE Daytime: 01773 746652 Evenings: 07736 255058

5. EMAIL: lesnouf@derbyshirect.org

6. Briefly Outline what the current activities of your group are:

At Derbyshire Community Transport we believe that no one, regardless of age, ability/disability, financial status or domestic location should be prevented from enjoying a full life because of lack of access to transport.

To do this we run services aimed at getting people out and about. We are focussed and passionate about ensuring everyone has access to transport that suits their individual needs.

Our caring team is made up of employed and volunteer drivers and passenger assistants, plus a small admin team. All drivers are MiDAS trained and staff are cleared to Enhanced DBS status.

Our ambition is to be at the heart of the community we serve and to act as the means by which local people are able to participate fully in their local communities. We also believe that our transport offers a vital element in combatting loneliness, hence we aim to:

- a) Offer a service that the community can depend on
 - b) Support users in overcoming transport barriers
 - c) Seek out new ways of serving our communities and keep our services relevant
 - d) Develop partnerships with other organisations as the best way to bring services together
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7. How many people are currently involved in the running of your group?

Employed full-time worker	5	Volunteers	3
Employed part-time worker	49	Members	7

of regular trips and attending care centres. We also supplied transport to up to 37 different regular groups across Derbyshire.

14. How do you know that the project is needed?

Over the summer 2021 Derbyshire Community Transport undertook a study into transport for those with disabilities and mobility issues in Belper. The study was part funded by the previous SLA agreement with Belper Town Council and has previously been shared with the council. This identified a significant unmet need for transport by these groups that could be met cost effectively by this project. We have also been contacted by the Hospital regarding transport as EMAS is now only taking people non-emergency patient transport for those with medical needs.

15. What benefits, skills and knowledge will participants gain from the project?

The users of the service will benefit from affordable and caring access to health and other appointments, which will previously have been difficult or very expensive to attend.

Volunteers will gain social contact with some of the more isolated people in the community and a sense of giving back. They will also benefit from additional training provided under the project.

16. How many people will benefit from the project/grant? See below.

17. Who will benefit from the project/grant in Belper Parish? Those meet the criteria below

According to the 2011 Census there are 3314 people in Belper for whom their day-to-day activities are limited a lot due to lack of access to mobility issues. This is the group that would be supported by the project

18. How will they benefit from the project/grant?

The Grant will allow us to start a voluntary Car Scheme in Belper and this will create more opportunities for transport for this group.

19. Describe how the project/grant will benefit people with a Disabling Condition? _ _ _ _ _

The transport provided will be targeted at those who find that their day to day activities are limited by mobility issues, therefore it is designed to support this group.

20. A) Please confirm that you have carried out the Accessibility Training referred to in Section 10 of the notes below

We have been working with Accessible Belper on the feasibility study which came up with the recommendation for the Voluntary Car Scheme.

B) Please confirm that you have carried out the Accessibility Training referred to in Section 10 of the notes below

All staff undertake training in disabilities as part of their introduction to the Charity.

21. How will you show that your project/grant has made a difference? -----

The grant will allow us to start the scheme we simply will not start up the project without funding. If we are not successful we will seek alternative funding.

22. How much will your project cost in total? : £_ 15.7k

23. How much do you require from Belper Town Council? : £_ £6k

24. Where will the rest of your funding come from – if applicable? £5.1k from fees paid by those transported. £4.6k through internal funds and separate grant applications going forward. In the longer term we propose funding the scheme through profits from Derbyshire Community Transport (Trading) a wholly owned subsidiary of Derbyshire Community Transport.

Please provide breakdown of items required:

Item Description	Quote Y/N	Cost £
0.5 FTE		
Staff overhead costs		8,000
DBS		2,000
Hospital parking		600
Insurance		3,900
Marketing / printing		1,000
		199

Please continue on a separate sheet if necessary

25. How is your project responding to climate change and the global climate emergency?

N/A initially, although we have a grant application in for an electric car which could be used as part of the project.

26. What plans do you have for the project when funding ends?

Funding through commercial activity of DCT Trading as explained above.

27. How long has the organisation existed and how many Belper residents does it serve:

Since 1986.

DCT serves the current clientele, but will be able to offer more services to the user groups

28. Explain why this project cannot be funded from your own funds:

We do not currently have reserves to support this project. It will be some time before the Trading Company is able to support this activity fully.

Please continue on a separate sheet if necessary

29. Please state your group/organisation finances for the last financial year:

Accounts date Month 31 March _____ Year 2021_____

Total (gross) income - £ 965446_

Total expenditure - £ 918701__

Surplus/deficit at year end - £ 46765_

Unrestricted Savings/Reserves - £ 125211_____

Restricted Savings/Reserves? - £ 0__

If you have restricted reserves – please explain what they are restricted for:

N/A

Declaration:

I declare that I have the authority of the organisation to apply for the grant and that the information contained herein is accurate.

Enclosed:

Copy of the latest published ACCOUNTS: YES
Copy of the organisations CONSTITUTION: YES

Does your group/organisation have an appropriate policy/process for the following:

Copy of the organisations SAFEGUARDING CHILDREN AND YOUNG PEOPLE POLICY: NO


Copy of the organisations FINANCIAL CONTROLS AND MANAGEMENT POLICY: YES

Copy of the organisations EQUALITY AND DIVERSITY POLICY: YES

If you are working towards these policies and/or require support please contact Belper Town Council as we may be able to assist.

The organisation will, if requested by Belper Town Council, produce evidence to show that the grant has been spent on the declared project.

Signed



Dated

23.11.21

BELPER TOWN COUNCIL APPLICATION FOR SERVICE LEVEL AGREEMENT

- 1 Belper Town Council budgets a set amount each financial year to give as grant aid in support of local initiatives. To enable the Council to maintain proper management of its budget no application will receive more than is requested in each application.
- 2 The application form must be completed **IN FULL** giving as much detail about the proposal as possible. A separate sheet may be attached.
- 3 Organisations applying should attach to the application form a copy of their latest balance sheet and profit and loss together with a copy of their constitution.
- 4 **Completed application forms should be returned to the Town Clerk, Belper Town Council, The Butts, Belper, Derbyshire DE56 1HX and emailed to clerk@belpertowncouncil.gov.uk.**
- 5 **Grant applications must be submitted prior to 1st October in the year prior to which funding is required, in order to be considered in the Council's annual budget.**
- 6 The Council's Clerk has delegated power to review applications, request further information, give advice and refuse applications that do not meet the Grant Aid criteria. The Clerk will refer applications to the Council's Full Council meetings on a monthly basis for decision. Applicants will be notified of the date and time of the meeting and be given an opportunity to address the meeting on the application. The decision will normally be made known to the Applicant in writing within seven days.

- 7 Grants will only be considered for projects and proposals which will enhance the quality of life of the people served by the Town Council. Applications from bodies outside the town boundaries may be granted where the proposals show a distinct benefit to the residents of the town.
- 8 Grants will normally only be considered for new / start up organisations and/or projects and/or one off events that meet one or more of the following criteria: The organisation/project or event
- goes some way to filling in gaps in existing provision
 - is innovative and exciting
 - considers the needs of disadvantaged individuals and groups
 - takes positive steps to promote a healthy environment
 - promotes equality of opportunity and access for all
- 9 Grants will be considered for organisations/projects and events that can either show match funding is available, either through own resources or other grants and that the organisation/project/event is viable without further recourse to Council funding.
- 10 Belper Town Council has produced an Accessibility Strategy and agreed to apply it to every area of its work and the services it provides. Working in partnership with Accessible Belper we want to encourage all organisations in the Town to appraise what they do and consider how accessibility can be improved in relation to people who have disabling conditions. To help you in this process we would ask that you:
Carry out the training – <http://www.accessiblebelper.org/video.html>
Complete the business questionnaire – <http://www.accessiblebelper.org/questions.html>
- 11 The Council will not normally
- support applications from organisations which then go on to make donations to other charities and groups
 - give more than one grant in any one year to the same organisation
 - give a grant to an organisation that receives an annual grant (SLA) from the Council
- 12 **All successful projects MUST recognise Belper Town Council's funding in their literature and publicity and should also keep the Council informed of the development of the project funded by the Council. A timescale for reporting back will be given in the funding agreement.**
- 12 **Reports will be required by 31 March following the payment made during the financial year. If the agreement is for more than 1 year each subsequent year a report will need to be sent into the Council's Clerk by 31 October for review by the Council.**

