

1. **Financial Assistance Small Grants Scheme** (Pages 2 - 9)

CABINET MEMBERS DELEGATED DECISION

Open		Would any decisions proposed :		
Any especially affected Wards	Discretionary /	Be entirely within Cabinet's powers to decide		YES/ NO
	Operational	Need to be recommendations to Council		YES /NO
		Is it a Key Decision		YES /NO
Lead Member: Cllr Elizabeth Nockolds E-mail: cllr.elizabeth.nockolds@west-norfolk.gov.uk		Other Cabinet Members consulted: None		
		Other Members consulted: None		
Lead Officer: Lorraine Gore E-mail: Lorraine.gore@west-norfolk.gov.uk Direct Dial (01553 616432)		Other Officers consulted: Sarah Dennis		
Financial Implications YES/ NO	Policy/Personnel Implications YES /NO	Statutory Implications YES/NO	Equal Impact Assessment YES /NO If YES: Pre-screening/ Full Assessment	Risk Management Implications YES /NO
Date meeting advertised: 31 st October 2016		Date of meeting decision to be taken: 7 th November 2016		
Deadline for Call-In: 14 th November 2016				

Financial Assistance Small Grants Scheme

Summary

This report details the decisions made in relation to the first round of capital and revenue grant awards for 2016-17

Recommendation

To approve the decisions set out below

Reason for Decision

Determination of applications under the Financial Assistance Fund

A grants panel meeting was held on 13 October to assess applications for capital and revenue grants which fall within the Culture, Heritage and Health Portfolio. This report details the recommendations made at this meeting by the Portfolio Holder.

The recommendations featured in this report are subject to the 'call in' procedure. When the grant decision becomes official the applicants will be notified in writing by the Norfolk Community Foundation on behalf of the Borough Council. All terms and conditions of the grants will be stated in the official offer letter.

Revenue applications:

Small Grants Scheme – Revenue grants

Organisation applying	Summary of request	Decision
Fury Basketball Club	To launch a player development centre for youngsters aged 7-14 years old in West Norfolk area.	£1,500
King's Lynn Literature Festivals	To hold a Fiction Festival comprising of six events during March 2017.	£1,300
National Osteoporosis Society King's Lynn & District Group	To organise and run a course for people newly diagnosed with osteoporosis.	£400
Solace End of Life Support	To set up a new one to one community bereavement and advocacy service.	£500
TOTAL AWARDED		£3,700

Applications declined/ deferred:

Applicant	Project Description - Summary	Decision
Downham Dementia Support Association	To contribute towards staffing costs of the dementia cafe.	Declined – concerns about sustainability of paid post. Suggest group reapplies if they have a specific project idea

Revenue applications:

Awards over £5,000: None

Small Grants Scheme – Capital grants

Awards under £5,000:

Applicant	Project Description - Summary	Decision
1st Wereham & Wretton Scout Group	To renew the external wood cladding on the scout hut.	£1,000
Docking Playing Fields Association	To refurbish play equipment that is deemed unsafe.	£500
North West Norfolk District Scout Council	To purchase a 40 foot container to store equipment to facilitate water sports for the scouts.	£1,000
Open Road West Norfolk	To make improvements to the computer room and extend current CCTV to enable the rear yard to be put into use.	£2,450
TOTAL AWARDED		£4,950

Applications declined/ deferred:

None

Capital applications:

Awards over £5,000:

Marshland St James and District Community and Sports Centre

To build a new integrated community and sports centre.

This application relates to the building of a new integrated sports and community centre for Marshland St James, on land leased from the Parish Council (99-year lease). This will replace the present village hall and sports pavilion, currently different buildings on different sites.

The existing hall is a pre-WW2 timber-framed, metal-clad building which does not have effective heating/ air conditioning systems, up-to-date electrical circuitry, or disabled toilet facilities. A recent survey concluded that it has a remaining life of approximately 5 years. The existing sports pavilion dates back to circa 1945, and is of concrete/asbestos construction. It is badly dilapidated and barely fit for purpose - it has no showers/toilets, only a small changing area (single sex use only), it is not insulated, it has no heating and no hot water.

The projected capital cost of the new centre is £945,000, towards which a Big Lottery grant of £636,000 has recently been awarded, plus approximately £40,000 from other grants and a further £20,000 (approximate) from local fundraising. Funding of £150,000 is anticipated from the sale of the existing village hall land. Therefore the project still needs to raise in the region of £90,000 in order to proceed. The committee are approaching a range of trusts to meet this target.

Decision: To award £10,000.00 to be released when the project has secured the overall required funding and is in a position to proceed

All Saints Parochial Church Council Wretton with Stoke Ferry

To provide a new heating system in the church which will enable community activities to take place.

Since the beginning of the year the PCC has been reordering the building to make it more suitable for wider community use. They have installed water, a disabled toilet and kitchen facilities, and removed pews to create an open space at the west end, adjacent to the new facilities. This has been achieved from a legacy left to the Church.

This application is requesting support towards a new heating system, which was outside the scope of the legacy pot. The church is early Medieval and to

date has been heated by 4 free standing gas heaters and occasional electrical heaters. As these are insufficient and dangerous for community activities, insurers have informed the PCC that they are not acceptable

The village of Wretton is said to have no other facility for communal activities - no hall, school or local pub. The works will cost £30,000 in total, and an application to WREN is pending. Wretton Parish Council has also pledged £5,000.

Decision: To award up to £10,000.00 following confirmation of the outcome of an application to WREN.

Policy Implications

None.

Financial Implications

The total Financial Assistance budget is as follows:

2016/17 – Revenue ‘Themed’ Fund (Queen’s 90th Birthday Celebrations)	£
Budget	4,000
Grant returned to Fund	248
Total Funds Available	4,248
Commitments	
Report dated April 2016	3,450
Report dated May 2016	100
Balance of Funds Available 2016/17	£698

2016/17 – Revenue Fund	£
Budget 2016/17	14,200
Budget unspent from 2015/16	1,550
Total Funds Available	15,750
Commitments	
This report	3,700
Balance of Funds Available 2016/17	£12,050

2016/17 – Capital Fund	£
Budget	50,000
Budget unspent from 2015/16	11,488
Grant returned from Open Road (a donor provided the fixtures and fittings free of charge)	3,600
Total Funds Available	65,088
Commitments	
This report	24,950
Balance of Funds Available 2016/17	£40,138

There is sufficient budget provision to cover both revenue and capital recommendations in this report.

Panel meeting dates are deadlines remaining in the 2016/17 year are as follows:

Round	Application Deadline	Panel Meeting
2	Friday 27 th January 2017	Thursday 2 nd March 2017

Personnel Implications

None.

Statutory Considerations

None.

Equality Impact Assessment (EIA)

None.

Risk Management Implications

None.

Declarations of Interest / Dispensations Granted

None.

Background Papers

Original application forms.

Signed:.....

Cabinet Member for:.....

Date:.....

Pre-Screening Equality Impact Assessment

Borough Council of
**King's Lynn &
West Norfolk**



Name of policy/service/function	Financial Assistance –Small Grants Scheme				
Is this a new or existing policy/ service/function?	New / Existing (delete as appropriate)				
Brief summary/description of the main aims of the policy/service/function being screened. Please state if this policy/service rigidly constrained by statutory obligations	A small budget is available for local community groups to apply for funding, under the guidance of set criteria, to improve community facilities. The Scheme is administered by Norfolk Community Foundation, with the decisions made by Borough Council officers and Members. It is not a statutory function.				
Question	Answer				
1. Is there any reason to believe that the policy/service/function could have a specific impact on people from one or more of the following groups according to their different protected characteristic, for example, because they have particular needs, experiences, issues or priorities or in terms of ability to access the service? Please tick the relevant box for each group. NB. Equality neutral means no negative impact on any group.		Positive	Negative	Neutral	Unsure
	Age			x	
	Disability			x	
	Gender			x	
	Gender Re-assignment			x	
	Marriage/civil partnership			x	
	Pregnancy & maternity			x	
	Race			x	
	Religion or belief			x	
	Sexual orientation			x	
	Other (eg low income)			x	
Question	Answer	Comments			
2. Is the proposed policy/service likely to affect relations between certain equality communities or to damage relations between the equality communities and the Council, for example because it is seen as favouring a particular community or denying opportunities to another?	Yes / No	No – because any constituted group can apply for funding. Provided the function for which they are applying for benefits the community, and fits agreed criteria, then any group can apply.			
3. Could this policy/service be perceived as impacting on communities differently?	Yes / No	Every application has to demonstrate a clear benefit to its community so all grants will only ever improve a community facility.			
4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?	Yes / No	Some projects will do this through their activity, but this is not a specific requirement of the Scheme.			
5. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions? If yes, please agree actions with a member of the Corporate Equalities Working Group and list agreed actions in the comments section	Yes / No	Actions:			
	N/A	Actions agreed by EWG member:			
Assessment completed by: Name SARAH DENNIS					
Job title PARTNERSHIPS & FUNDING OFFICER	Date 31/10/16 8				

Please Note: If there are any positive or negative impacts identified in question 1, or there any 'yes' responses to questions 2 – 4 a full impact assessment will be required.