

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

**CABINET MEMBERS DELEGATED DECISION**

<b>Open</b>		Would any decisions proposed :		
<b>Any especially affected Wards</b>	Mandatory/	Be entirely within Cabinet's powers to decide	YES/NO	
	Discretionary /	Need to be recommendations to Council	<del>YES/NO</del>	
	Operational	Is it a Key Decision	<del>YES/NO</del>	
Lead Member: E-mail: <a href="mailto:cllr.elizabeth.nockolds@west-norfolk.gov.uk">cllr.elizabeth.nockolds@west-norfolk.gov.uk</a>		Other Cabinet Members consulted: None		
		Other Members consulted: None		
Lead Officer: Lorraine Gore E-mail: <a href="mailto:Lorraine.gore@west-norfolk.gov.uk">Lorraine.gore@west-norfolk.gov.uk</a> Direct Dial (01553 616432)		Other Officers consulted: Sarah Dennis		
Financial Implications YES/NO	Policy/Personnel Implications <del>YES/NO</del>	Statutory Implications <del>YES/NO</del>	Equal Impact Assessment <del>YES/NO</del> If YES: Pre-screening/ Full Assessment	Risk Management Implications <del>YES/NO</del>
If not for publication, the paragraph(s) of Schedule 12A of the 1972 Local Government Act considered to justify that is (are) paragraph(s)				
Date meeting advertised: 15 <sup>th</sup> March 2017		Date of meeting decision to be taken: 22 <sup>nd</sup> March 2017		
Deadline for Call-In: 29 <sup>th</sup> March 2017				

**Financial Assistance Small Grants Scheme**

**Summary**

This report details the decisions made in relation to the second 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 Small Grants Scheme.

A grants panel meeting was held on 2<sup>nd</sup> March 2017 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**

<b>Applicant</b>	<b>Summary of request</b>	<b>Decision</b>
Downham Town Cricket Club	To erect a netting fence around the cricket ground.	£1,020.00
Gaywood Valley Conservation Group	To purchase a heavy duty Gazebo to act as a strong visual statement for taking part in events.	£478.00
ASD Helping Hands	To expand the Family Support Groups to cover King's Lynn and surrounding areas.	£1,000.00
Big Heart & Soul Choir	To celebrate the group's 20th anniversary year and deliver a programme of international collaborations, through a series of shared concerts, open rehearsal sessions and workshops.	£500.00
Cambridge Science Centre	To deliver a fortnight long space-themed Roadshow event for children, young people and their families during the 2017 summer holidays.	£2,500.00
Home-Start King's Lynn & West Norfolk	To recruit and train 8 volunteers to become home visitors and enable them to support families facing difficulties in their lives.	£450.00
King's Lynn Literature Festivals	Towards the annual Poetry Festival weekend, comprising six events with local and national poets.	£1,300.00
Norfolk & Norwich Festival	To contribute towards the publicity and marketing of the Open Studios scheme in the district to help engage artists, schools and visitors.	£1,000.00
Pandora Project	To rent a room in King's Lynn as a base for meeting clients, admin, supervision and team meetings.	£2,500.00
<b>TOTAL AWARDED</b>		<b>£10,748.00</b>

**Applications declined/ deferred:**

<b>Applicant</b>	<b>Summary of request</b>	<b>Decision</b>
EP Youth	To tackle rural isolation by providing a free inclusive project for young people aged between 11-18.	Declined – concern that delivery was not sufficiently focused on West Norfolk
King's Lynn Debt Centre	To undertake a second year of the Debt Counselling Service.	Declined – duplicated other BCKLWN funded activity

The Albany	To plan and deliver a Fun Palace event in Upwell, part of a national campaign for art and culture.	Declined – national charity applying
West Norfolk Mind	To purchase a Tier 2 Spice Time Credits Membership in order to apply the Time Credits Model to aid volunteer recruitment and retention	Declined – Spice is in receipt of BCKLWN funding
West Norfolk Riding for the Disabled Association	To provide riding lessons for 13 weeks on Wednesdays for children, young people and adults with physical and learning disabilities.	Declined – repeat application for operational costs

**Revenue applications:**

Awards over £5,000: None

**Small Grants Scheme – Capital grants**

Awards under £5,000:

<b>Applicant</b>	<b>Summary of request</b>	<b>Decision</b>
Hockwold Cricket Club	To help purchase a new mower.	£1,764.00
King's Lynn Bowls Club	To carry out substantial modernisation and improvement to the clubhouse facilities.	£5,000.00
Terrington St Clement Village Hall Fund	To improve the community facility through renovating the ladies and gents toilets and replacing three external doors.	£5,000.00
West Norfolk Deaf Association	To make an outdoor space for deaf people to relax and for deaf and disabled children to play in safely.	£3,500.00
<b>TOTAL AWARDED</b>		<b>£15,264.00</b>

**Applications declined/ deferred:**

None

**Capital applications:**

Awards over £5,000:

**Bircham Cricket Club**

Funds are requested to extend the pavilion building to ensure the facilities are able to cater for the increasing number of cricketers.

The group is a local Club providing opportunities for people to get involved in cricket, particularly the young people who live in Bircham and the surrounding villages that include Tattersett, North and South Creak, East and West Rudham, Stanhoe, Great Massingham, Weasenham, Flitcham and Hillington.

Just a few years ago Bircham Cricket Club was in decline but this has been reversed through a great deal of effort by its volunteers, and now has a youth base of 92 players; under 15's, 13's, 11's and girls teams who use the facility for regular training and matches.

As a result of the increased activity, the Club has been actively fundraising to make a number of improvements to support ongoing development. The Club are seeking to extend the pavilion to meet the growing demand on the facilities and ensure they can provide a Club for cricket at all ages and abilities that is safe, organised and enjoyable. The applicant explained that they have outgrown current facilities and in particular the Club is increasingly worried about welfare issues. With four changing rooms, the Club will have separate facilities for home and visiting adults, under 18's and girls, all with separate shower facilities. Further to this, the extension will provide a second equipment store and a disabled WC.

**Decision: To award £7,500.00 to be released when the project has secured the overall required funding and is in a position to proceed.**

### **Gaywood Community Association**

Funds are requested to make repairs to the community centre.

The Community Centre was built in the early 1970's, and has been maintained in that time by a combination of volunteers and professional trades where required and funds would allow. It has suffered over recent years through a lack of investment and has been victim to vandalism which has resulted in a large number of windows being smashed.

There has been reduced use of the hall as a direct consequence of the poor state of the facility. To address this, and encourage greater use of the hall, improvement works totalling £34,943 are planned, including roof repairs and replacement windows and doors.

**Decision: To award up to £5,886.00 to be released when the project has secured the overall required funding and is in a position to proceed.**

### **Policy Implications**

None.

## Financial Implications

The total Financial Assistance budget is as follows:

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

<b>2016/17 – Revenue Fund</b>	<b>£</b>
Budget 2016/17	<b>14,200</b>
Grant unspent from Revenue ‘themed’ Fund	<b>698</b>
<b>Total Funds Available</b>	<b>14,898</b>
<b>Commitments</b>	
Report dated October 2016	<b>3,700</b>
This report	<b>10,748</b>
<b>Balance of Funds Available 2016/17</b>	<b>£450</b>

<b>2016/17 – Capital Fund</b>	<b>£</b>
Budget	<b>50,000</b>
Grant returned from Open Road (a donor provided the fixtures and fittings free of charge)	<b>3,600</b>
<b>Total Funds Available</b>	<b>53,600</b>
<b>Commitments</b>	
Report dated October 2016	<b>24,950</b>
This report	<b>28,650</b>
<b>Balance of Funds Available 2016/17</b>	<b>£0</b>

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

**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	<b>Financial Assistance –Small Grants Scheme</b>				
Is this a new or existing policy/ service/function?	<b>New / Existing</b> (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	<b>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.</b>				
<b>Question</b>	<b>Answer</b>				
<p><b>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?</b></p> <p>Please tick the relevant box for each group.</p> <p>NB. Equality neutral means no negative impact on any group.</p>		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		
<b>Question</b>	<b>Answer</b>	<b>Comments</b>			
<b>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?</b>	Yes / No	<b>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.</b>			
<b>3. Could this policy/service be perceived as impacting on communities differently?</b>	Yes/ No	<b>Every application has to demonstrate a clear benefit to its community so all grants will only ever improve a community facility.</b>			
<b>4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?</b>	Yes / No	<b>Some projects will do this through their activity, but this is not a specific requirement of the Scheme.</b>			
<p><b>5. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions?</b></p> <p>If yes, please agree actions with a member of the Corporate Equalities Working Group and list agreed actions in the comments section</p>	Yes / No	<b>Actions:</b>			
		<b>Actions agreed by EWG member:</b> .....			
<b>Assessment completed by:</b> Name <b>SARAH DENNIS</b>					
<b>Job title PARTNERSHIPS &amp; FUNDING OFFICER</b>	<b>Date 9/3/17</b> <b>8</b>				



**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.**