

1. **Financial Assistance Small Grants Scheme** (Pages 1 - 6)

CABINET MEMBERS DELEGATED DECISION

Open		Would any decisions proposed :		
Any especially affected Wards	Mandatory/	Be entirely within Cabinet's powers to decide	YES/NO	
	Discretionary /	Need to be recommendations to Council	YES/NO	
	Operational	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
If not for publication, the paragraph(s) of Schedule 12A of the 1972 Local Government Act considered to justify that is (are) paragraph(s)				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 th November 2018		Date of meeting decision to be taken: 22 nd November 2018		
Deadline for Call-In: 29 th November 2018				

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 2018-19.

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 12 November 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.

Small Grants Scheme – Revenue grants

Applicant	Summary of request	Decision
Family Action	To launch a new community garden at the Discovery Centre in North Lynn.	£1,500.00
Kandoo Club	A contribution to trips and activities for the club.	£1,000.00
Sing Your Heart Out - West	To support volunteer training costs of providing workshops for people affected by mental ill health.	£1,000.00
Three-Legged-Arts	To support 6 creative writing/ storytelling workshops.	£1,000.00
TOTAL AWARDED		£4,500.00

Applications declined/ deferred:

Applicant	Summary of request	Decision
King's Lynn Literature Festivals	Towards the 2019 Fiction Festival which promotes the writing of fiction in the 21st Century.	Deferred pending confirmation of proper financial management measures.

Revenue applications:

Awards over £5,000: None

Small Grants Scheme – Capital grants

Awards under £5,000:

Applicant	Summary of request	Decision
Downham Market Men's Shed	Towards the costs of installing electricity in the shed.	£1,280.00
Open Road West Norfolk	To contribute to equipment costs for the new Construction Industry Training programme.	£1,650.00
TOTAL AWARDED		£2,930.00

Applications declined/ deferred:

None

Capital applications:

Awards over £5,000:

None

Policy Implications

None

Financial Implications

The total Financial Assistance budget is as follows:

2018/19 – Revenue Fund	£
Budget 2018/19 – Funds available	14,200
Grants returned – Hanseatic Union (grant no longer required)	910
Funds Available	15,110
Previous report	6,893
This report	4,500
Balance of Funds Available 2018/19	3,717

2018/19 – Capital Fund	£
Budget 2018/19 – Funds available	50,000
Grants returned – Ingoldisthorpe Village Hall (full grant not required) Castle Rising Cricket Club (full grant not required)	970 215
Funds Available	51,185
Previous report	15,140
This report	2,930
Balance of Funds Available 2018/19	33,115

2018/19 – Commemorating WW1 Fund	£
Budget 2017/18 – Funds Available	4,000
Previous report	3,950
Funds no longer required - Sandringham	200
Balance of funds available 2018/19	250

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	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 and voluntary groups to apply for funding, under the guidance of set criteria, to improve community facilities. The Scheme is administered by Norfolk Community Foundation, with grant award decisions made by Borough Council Officers and Members. It is not a statutory function.				
Question	Answer				
<p>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?</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		
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- any constituted group can apply for funding. Providing the function for which they are applying for benefits the community, and meets the Scheme 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 the community so grants will only ever improve a community and its facilities.			
4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?	Yes-/ No	Some projects will do this through their activities, but this is not a specific requirement of the Scheme.			
<p>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</p>	Yes-/ No	Actions:			
		Actions agreed by EWG member:			
Assessment completed by: Name SARAH DENNIS					
Job title: PARTNERSHIPS & FUNDING OFFICER	Date: 14th November 2018				

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.