

1. **Financial Assistance Small Grants Scheme** (Pages 1 - 7)

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: 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| If not for publication, the paragraph(s) of Schedule 12A of the 1972 Local Government Act considered to justify that is (are) paragraph(s) | | | | |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: 20 th June 2019 | | Date of meeting decision to be taken: 27 th June 2019 | | |
| Deadline for Call-In: 4 th July 2019 | | | | |

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 2019-20.

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 10 June 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 |
|-------------------------------|--|------------------|
| Headway Norfolk & Waveney | To fund activity costs for the community rehabilitation service for people with brain injuries in King's Lynn. | £2,500.00 |
| The Bridge For Heroes | To run a 6 month reminiscence project focusing on Operation Banner, one of the longest continuous deployments in British military history. | £2,000.00 |
| Well Creek Trust | Towards a launch event for an installation to remember the former Wisbech to Upwell Tramway. | £250.00 |
| West Norfolk Deaf Association | To fund four trips and activities to enable members who are profoundly deaf to take part. | £1,800.00 |
| TOTAL AWARDED | | £6,550.00 |

Applications declined/ deferred:

| Applicant | Summary of request | Decision |
|----------------------------------|---|--|
| King's Lynn Winter Night shelter | To cover operational costs of the night shelter, contributing towards 2019/20 winter electricity costs. | Deferred to November panel pending confirmation of other BCKLWN support. |
| Music in Hospitals & Care | To provide 8 live music concerts in health and care settings in King's Lynn and West Norfolk. | Declined due to lack of planning detail available. |

Revenue applications:

Awards over £5,000: None

Small Grants Scheme – Capital grants

Awards under £5,000:

| Applicant | Summary of request | Decision |
|---|---|-----------------------------------|
| Mary Esther Holloway Memorial Trust (MEHM Trust) | To install audio, visual and film equipment for the village hall. | £1,292.00 |
| The Gaywood Community Centre Management Committee | To re-wire the electrics in the Centre to ensure the future of this community facility. | £2,877.00 - see <i>note below</i> |
| TOTAL AWARDED | | £4,169.00 |

Applications declined/ deferred:

| Applicant | Summary of request | Decision |
|---------------------------------|--|---|
| Barroway Drove Social Committee | To purchase and install a defibrillator at the village hall. | Declined – pending a decision to offer a dedicated small fund for similar requests. |

Capital applications:

Gaywood Community Centre Management Committee

At the panel meeting in March 2019, Gaywood Community Centre Management Committee were awarded a grant of £5,281 towards the cost of insulating the hall due to inefficiencies in the heating system. However, since that time the Committee have had an electrical survey undertaken at the hall which shows some of the electrics need replacing. This has therefore taken priority over the previous planned works to the heating.

The original grant offer of £5,281 for heating will therefore be transferred to the electrical works, and supplemented with an additional £2,877 to award a total grant of £8,158, being one third of the cost of the electrical works (£24,475).

Awards over £5,000:

Docking St Mary's PCC

Funds are requested to make improvements to the Church to support a wider range of community activities including installing one accessible and one unisex toilet in the corner of the nave, connecting the foul drain to the main sewer on the main road, removing three rows of pews from the west end of the nave, moving the font forward and making good the floor with matching Victorian tiles. A Faculty from the Diocese was granted in April 2019 giving permissions for the work.

At present the Church's only toilet facility is a chemical toilet located in the burial ground. This is inconvenient and with no washing facilities, unhygienic, moreover it cannot be accessed by anyone with mobility problems.

Works are expected to cost £87,719.00 in total.

Decision: To award £10,000.00 on the condition that the full funding needed to proceed is secured

Emneth Central Hall Management Committee

The hall has benefited from various improvements in recent years including the refurbishment of the kitchen, new boiler, improvements to disabled access and the car park, and work to the flat roof and fascias – these have improved the facilities and boosted hall use.

Funds are now requested to renovate the disabled, ladies and gent's toilets, replacing all sanitary ware, flooring, wall coverings, cubicles, electrics, hand driers and accessories. The application explains the toilets are in poor condition having not been refurbished for many years. Feedback from hall users has indicated they would welcome these improvements.

The works will cost £35,062 in total.

Decision: To award £8,000.00 on the condition that the full funding needed to proceed is secured

Policy Implications

None.

Financial Implications

The total Financial Assistance budget is as follows:

| 2019/20 – Revenue Fund | £ |
|---|---------------|
| Budget 2019/20 – Funds Available | 13,030 |
| This report | 6,550 |
| Balance of Funds Available 2018/19 | 6,480 |

| 2019/20 – Capital Fund | £ |
|---|---------------|
| Budget 2019/20 – Funds available | 50,000 |
| This report | 22,169 |
| Balance of Funds Available 2018/19 | 27,831 |

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: 23 rd November 2017 | | | | |

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.