

## CABINET MEMBERS DELEGATED DECISION

<b>Open/Exempt</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	YES/NO	
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 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If not for publication, the paragraph(s) of Schedule 12A of the 1972 Local Government Act considered to justify that is (are) paragraph(s)				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: 22 <sup>nd</sup> March 2019		Date of meeting decision to be taken: 29 <sup>th</sup> March 2019		
Deadline for Call-In: 5 <sup>th</sup> April 2019				

### Financial Assistance Small Grants Scheme

#### Summary

This report details the decisions made in relation to the third 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 18 March 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

<b>Applicant</b>	<b>Summary of request</b>	<b>Decision</b>
Musical Keys	To continue to support young people and adults in King's Lynn, who have Autistic Spectrum Disorder (ASD) and related additional and/or behavioural needs.	£650.00
Norfolk & Norwich Festival	To support the cost of publicity and marketing for Norfolk & Norwich Open Studios (NNOS) to help engage artists, schools and visitors.	£1,500.00
Pandora Project	Towards increasing the hours of a support worker to be able to offer 1-1 support to more women affected by domestic abuse in West Norfolk.	£1,950.00
The Yorke Trust	Towards a community Summer Opera in South Creake presenting The Tempest by Purcell.	£500.00
Upwell & Outwell Age Concern Luncheon Club	To cover the transport costs for the members to and from the club every fortnight which costs £1,200 annually.	£1,000.00
Woodcraft Folk	Towards setting up and establishing new volunteer-led groups which will cater for a wider age range and increase youth provision for children in King's Lynn.	£2,000.00
<b>TOTAL AWARDED</b>		<b>£7,600.00</b>

### Applications declined/ deferred:

<b>Applicant</b>	<b>Summary of request</b>	<b>Decision</b>
King's Lynn Literature Festivals	Towards the 2019 Fiction Festival which promotes the writing of fiction in the 21st Century.	Declined – the criteria states that a maximum of 3 consecutive years funding will be allowable for the same or similar activity.
West Norfolk Deaf Association	Towards the costs associated with trips and activities to enable members who are profoundly deaf to take part.	Declined – encouraged to apply towards a specific trip or activity.

### Revenue applications:

Awards over £5,000: None

## Small Grants Scheme – Capital grants

Awards under £5,000:

Applicant	Summary of request	Decision
Great Massingham Village Hall and Institute	Towards refurbishing the hall kitchen, toilets, storage area and external access.	£3,500.00
St Michael's Family Centre	To install safety flooring in the garden to provide a safe stimulating environment for children.	£3,043.00
<b>TOTAL AWARDED</b>		<b>£6,543.00</b>

### Applications declined/ deferred:

Applicant	Summary of request	Decision
Hockwold Playing Field Association	To refurbish and add a wide range of new equipment to the play park.	Advised to resolve some outstanding governance issues and re-apply.

### Capital applications:

Awards over £5,000:

#### **The Gaywood Community Centre Management Committee**

The Community Centre was built in the early 1970s, and has been since maintained by a combination of volunteers and professional trades where required and funds would allow. In the last couple of years the Association have made substantial improvements to the building; however the applicant explains that the heating the hall is inefficient and users have complained about the building being cold.

The proposed work will improve insulation of the facility and make the hall more inviting and comfortable. The Committee hopes this will help to attract more bookings, as well as maintaining current users.

**Decision: To award £5,281.00 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:

<b>2018/19 – Revenue Fund</b>	<b>£</b>
Budget 2018/19 – Funds Available	14,200
Plus Grants returned: Hanseatic Union £910 (grant not required)	910
Plus: Transfer of funds from capital budget	3,883
<b>Total Funds Available</b>	<b>18,993</b>
Less: Allocations: <span style="float: right;">£</span>	
July 2018	6,893
November 2018	4,500
This report – March 2019	<u>7,600</u>
	<b>18,993</b>
<b>Balance of Revenue Funds Available 2018/19</b>	<b>0</b>

<b>2018/19 – Capital Fund</b>	<b>£</b>
Budget 2018/19 – Funds Available	50,000
Plus Grants Returned: <span style="float: right;">£</span>	
Ingoldisthorpe Village Hall (full grant not required)	970
Castle Rising Cricket Club (full grant not required)	215
North Wootton Village Hall (conditions not met)	5,000
Terrington St Clement Village Hall (conditions not met)	<u>5,000</u>
	11,185
<b>Total Funds Available</b>	<b>61,185</b>
Less: Allocations: <span style="float: right;">£</span>	
July 2018	15,140
November 2018	2,930
This report – March 2019	<u>11,824</u> 29,894
Funds transferred to revenue budget	<u>3,883</u>
<b>Total funds allocated / transferred</b>	<b>33,777</b>
<b>Underspend of Capital Funds 2018/19</b>	<b>27,408</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?	<del>New</del> / <b>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 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.</b>				
<b>Question</b>	<b>Answer</b>				
<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 <b>according to their different protected characteristic</b>, 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	
<b>Question</b>	<b>Answer</b>	<b>Comments</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?	Yes / No	<b>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.</b>			
3. Could this policy/service be perceived as impacting on communities differently?	Yes-/ No	<b>Every application has to demonstrate a clear benefit to the community so grants will only ever improve a community and its facilities.</b>			
4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?	Yes-/ No	<b>Some projects will do this through their activities, but this is not a specific requirement of the Scheme.</b>			
<p>5. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions?</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> <b>Name SARAH DENNIS</b>					
<b>Job title: PARTNERSHIPS &amp; FUNDING OFFICER</b>	<b>Date: 21<sup>st</sup> March 2019</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.**