

EAST AYRSHIRE COUNCIL

CUMNOCK AREA LOCAL COMMITTEE - 29 APRIL 2004

DISBURSEMENT OF COMMUNITY GRANTS 2004/2005

Report by the Depute Chief Executive/Executive Director of Corporate Support

1. PURPOSE OF REPORT

- 1.1** To enable the Committee to consider and deal with applications for community grant received from local organisations in respect of the 2004/2005 financial year.

2. BACKGROUND

- 2.1** This Committee on 31 January 2002 agreed a number of matters in relation to the general arrangements for dealing with applications for community grants for future financial years. An extract of the Minute of the Local Committee meeting of 31 January 2002, which details the matters determined by the Committee is attached (Appendix 1), for ease of reference.

- 2.2** At subsequent meetings, the Committee also agreed, namely:-

- on 26 June 2003, that, in future, per capita grant awards to Older People's organisations be made in respect of "social and recreational activities" rather than "Summer and Christmas activities" in order to reflect more accurately the purposes for which many of the organisations concerned apply for grant;
- on 6 November 2003, that, in future, the normal closing date for the submission of Community Grant applications from local organisations be 14 February each year; and
- on 6 November 2003, that potential applicants be made aware that grant awards in respect of late applications will be considered in extenuating circumstances only.

- 2.3** The Policy and Resources Committee on 19 February 2004, agreed, amongst other things, that the Community Grant allocation for this Local Committee for 2004/2005 is £50,111.

3. PRESENT POSITION

- 3.1** All administrative arrangements required arising from the Local Committee's decisions relating to the processing of applications have been implemented. As at 13 February 2004, being the specified closing date, 74 applications for community grant from local organisations had been received. A further 4 applications were received following the closing date, giving an overall total of

78 applications received. Those applications which were received following the closing date are detailed in Appendix 2.

- 3.2 A statement summarising the value of applications received, on the basis of recommendations by the Assessing Departments, classified according to the established categories, is attached at Appendix 3.
- 3.3 Grant assessment reports which provide details of each individual application received and put forward recommendations as to how each application should be dealt with are attached at Appendix 4. Members should note that it is the "Final Recommendation" contained within Section 6 of the Grant Assessment form which is submitted for consideration by the Committee. The "Final Recommendation" takes into account not only the individual merits of the application in question but also (i) the level of funding which could be made available in respect of the application having regard to the overall financial allocation which the Local Committee has available for disbursement for community grants for the current financial year; and (ii) opportunities which exist for organisations to seek funding from other sources.
- 3.4 This Committee on 25 March 2004 agreed to award a start-up grant of £300.00 to Auchinleck Community Development Initiative, this expenditure to be met from the financial allocation for grants for 2003/2004; and to give consideration to a further grant award being made in respect of this application from the financial allocation for 2004/2005 subject to (a) an unexpended balance remaining from that allocation when all applications received for grant funding for that year have been determined; and (b) the Group submitting, for consideration, a detailed action/work programme, to include costings. Any information received from the Group relative to this matter will be submitted to the meeting.

4. MATTERS FOR CONSIDERATION

- 4.1 In order to facilitate arrangements for dealing with applications for community grant for 2004/2005, and prior to dealing with individual applications, the Committee are invited to consider the undernoted matters, namely:-

- (a) Late Applications

It is suggested that the Committee, when considering individual applications, as referred to in Paragraph 4.2, below, should firstly determine whether the applications for grant which were received after the closing date of 13 February 2004 should be accepted. In determining this matter, the Committee will wish to take account of the reason given by the organisation in each case for late submission of the application, as indicated within Appendix 2.

It should be noted that the recommendations and other information contained within the Appendices attached to this report have been prepared on the basis of all late applications being accepted by the Committee. Should it be the case that some or all of the late

applications are not to be accepted then the monies allocated to these groups would then be available for disbursement in respect of other applications.

(b) *Applications Received During the Remainder of the Financial Year 2004/2005*

The Committee are asked to determine whether a portion of the financial allocation available for community grants for the current financial year should be set aside to enable applications for grant which might be received during the year from organisations formed during the year or in respect of emergency applications, to be dealt with.

(c) *Young People's Uniformed Organisations*

Having regard to the decision on 31 January 2002 (Appendix 1), the Committee is asked to determine the formula upon which grants will be made to young people's uniformed organisations in respect of general operating costs.

The Committee is reminded that for the 2003/2004 year, payments were as follows, namely:- less than 20 members - £60; 20-40 members - £70; and more than 40 members - £80.

The Committee have also agreed to consider applications which might be submitted by such organisations in respect of specific projects, events etc.

(d) *Older People's Organisations: Level of Grant Awards*

Having regard to the decision on 31 January 2002 (Appendix 1), the Committee are asked to determine the rate at which the per capita element of grant awards to Older People's Organisations should be made.

To assist the Committee in this matter, attached at Appendix 5 is a list of Older People's Organisations which have applied for grant funding for this purpose; the Assessing Department's recommendations as to the grant awards in each case, based on assessments of the applications on a merit basis; and the amount of grant which each organisation could be awarded based on different per capita rates. The Members are reminded that the total per capita rate for last year was £3.70 and that it has previously been agreed that in addition any further award of grant would be determined on the individual merits of each application and having regard to the amount of the per capita award. It is suggested that the value of any further grants awarded on merit basis should not exceed the amount of the recommended grant when added to the per capita element.

The Officers' recommendation is that grants to the Older People's Organisations for 2004/2005 should be at a per capita rate of £2.50, and the final recommendations relative to other applications have been prepared on this basis.

- 4.2 Having determined the matters referred to in 4.1 (a)-(d) above, the Committee are asked to consider and determine the individual applications detailed in Appendix 4.
- 4.3 The Committee are also requested to consider and determine whether any further grant award should be made to Auchinleck Community Development Initiative (see Paragraph 3.4, above).
- 4.4 In order to assist in ensuring that all organisations who apply for grant assistance meet the requirements of the Community Grants Scheme, it is suggested that the approved grant payments be issued only when the organisation concerned has (a) submitted all supporting documentation relative to the application, and this has been found to be satisfactory; (b) submitted a satisfactory report, with appropriate documentary evidence to confirm use of any grant award made during the 2003/2004 year; and (c) provided evidence to confirm that, where appropriate, insurance cover is in place, and any requisite permissions have been obtained for the project which is the subject of the application.

5. FINANCIAL IMPLICATIONS

- 5.1 Any community grant awarded will require to be met from the total financial allocation for 2004/2005, being £50,111.00.

6. LEGAL/POLICY IMPLICATIONS

- 6.1 None arising directly from this report.

7. RECOMMENDATIONS

- 7.1 It is recommended that the Committee consider and deal with those matters identified in Paragraphs 4.1, 4.2, 4.3 and 4.4 of this report.

Fiona Lees
Depute Chief Executive/Executive Director of Corporate Support

5 April 2004

SN/SR

LIST OF BACKGROUND PAPERS

- 1. Community Grant Application Forms submitted by local organisations.

2. Assessment forms prepared by Service Departments.

Any person wishing to inspect the background papers relative to this report should contact Stuart Nelson, Administrative Officer, on telephone number (01563) 576151. Any person wishing further information on this report should contact Bill Walkinshaw, Administration Manager on telephone number (01563) 576135.

Implementation Officer: Stuart Nelson, Administrative Officer.