

**EAST AYRSHIRE COUNCIL**

**CUMNOCK AREA LOCAL COMMITTEE - 13 JUNE 2002**

**DISBURSEMENT OF COMMUNITY GRANTS 2002/2003**

**Report by the Depute Chief Executive/Director of Corporate Resources**

**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 2002/2003 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 the 2002/2003 financial year and beyond. 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).
- 2.2 Subsequently, on 11 April 2002, the Local Committee noted a report by the Depute Chief Executive/Director of Corporate Resources which amongst other things indicated that the community grant allocation for the Committee for 2002/2003 is £53,463.
- 2.3 It should also be noted that a total sum of £334.40 has been reimbursed to the Local Committee by two organisations in respect of previously awarded grant monies which were unexpended. Accordingly, the total sum available for disbursement by the Local Committee during the current financial year is £53,797.40.

**3. PRESENT POSITION**

- 3.1 All the administrative arrangements following the Committee's decision on 31 January 2002 have been implemented. As at 31 March 2002, being the specified closing date for the submission of applications, 74 applications for community grant from local organisations within the Cumnock Area had been received. A further 8 applications were received following the closing date, giving an overall total of 82 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 (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 (Appendix 4). Members should note that it is the

“Final Recommendation” contained within Section 6 of the Grant Assessment which is submitted for consideration by the Committee. As the result of concerns expressed at previous meetings of the Local Committee, an additional stage has been included in the assessment process and consequently the “Final Recommendation” takes into account not only the individual merits of the application in question but also 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.

#### **4. MATTERS FOR CONSIDERATION**

**4.1** In order to facilitate arrangements for dealing with applications for community grant for 2002/2003, and prior to dealing with individual applications, the Committee are invited to consider and determine the undernoted matters, namely:-

(a) Late Applications

The Committee are asked to determine whether those applications for grant which were received after 31 March 2002, should be accepted or should be returned to the applicants on the basis that the applications were received after the closing date.

It is recommended that the Committee agree to accept those applications received up until Friday 5 April 2002, being the week following the closing date, in recognition of any difficulties which could have been encountered in submitting applications as a result of the preceding Easter holiday weekend, but that applications received after this date should not be accepted. Final recommendations relating to those applications indicated in Appendix 4, reflect this position.

(b) Applications Received During the Remainder of the Financial Year 2002/2003

The Committee are asked to consider 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 and in respect of emergency and cross-boundary applications, to be dealt with.

(c) Young People’s Uniformed Organisations

Having regard to their decision on 31 January 2002 (Appendix 1), the Committee are asked to determine the formula upon which grants will be made to young people’s uniformed organisations in respect of general operating costs. The Members are reminded that since the 1996/97 financial year, the formula has been as follows, namely:- less than 20 members - £60; 20-40 members - £70; and more than 40 members - £80.

(d) Older People's Organisations (Summer and Christmas Activities)

Having regard to their 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 in respect of Summer and Christmas activities should be set.

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 per capita rate for last year was £3.00 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.

- 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.

**5. FINANCIAL IMPLICATIONS**

- 5.1 Any community grant awarded will require to be met from the total financial allocation for 2002/2003, being £53,797.40.

- 5.2 As the Members of the Committee will be aware, the process relating to administration of community grants requires that every organisation which is awarded a grant, must provide a report to the Depute Chief Executive/Director of Corporate Resources confirming use which has been made of the grant award and submitting any appropriate documentary evidence, i.e. invoices, receipts etc. In order to facilitate this important part of the process, it is recommended that the Committee agree that where a grant award is approved by the Committee to an organisation in respect of the current financial year, the grant payment be issued only when the organisation concerned has complied with the requirements relating to a grant award which it may have received during the last financial year.

**6. LEGAL/POLICY IMPLICATIONS**

- 6.1 None arising directly from this report.

## **7. AMENDMENT TO PROCESS**

- 7.1** The Committee are invited to give consideration to changing the closing date for the submission of grant applications in future years. Specifically, it is proposed that the closing date be brought forward to 28 February each year, rather than 31 March as is currently the case. It is suggested that this amendment would assist in expediting processing of the applications and enable the Committee to consider applications at an earlier stage in the year which would, in turn, assist local organisations in planning and preparing for events during the coming year, particularly those events which take place during the Spring and early Summer period.

## **8. RECOMMENDATIONS**

- 8.1** It is recommended that the Committee consider and deal with those matters identified in Paragraphs 4.1, 4.2, 5.2 and 7.1 of this report.

Fiona Lees  
Depute Chief Executive/Director of Corporate Resources

30 May 2002

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.**

**AGENDA**