



**DRAFT PORTFOLIO HOLDER DECISION NOTICE**

**PROPOSED INDIVIDUAL DECISION BY THE PORTFOLIO HOLDER FOR COMMUNITIES, CULTURE AND SPORT**

**TOPIC – SMALL GRANTS: FIRST ROUND 2012/13**

**PROCEDURAL INFORMATION**

The Access to Information Procedure Rules – Part 4, Section 22 of the Council's Constitution provides for a decision to be made by an individual member of Cabinet.

In accordance with the Procedure Rules, the Corporate Director (Governance), the Chief Executive and the Head of Finance are consulted together with Chairman and Vice Chairman of The Overview and Scrutiny Committee and any other relevant overview and scrutiny committee. In addition, all Members are notified.

If five or more Members from those informed so request, the Leader may require the matter to be referred to Cabinet for determination.

**If you wish to make representation on this proposed Decision please contact the relevant Portfolio Holder and the following Committee Administrator by 5.00pm on Friday 25 May 2012.**

**Contact Officers:**

**Case Officer:** Eloise Appleby, Assistant Director (Economic Prosperity), [eappleby@winchester.gov.uk](mailto:eappleby@winchester.gov.uk), tel 01962 848 181

**Committee Administrator:** Nancy Graham, [ngraham@winchester.gov.uk](mailto:ngraham@winchester.gov.uk), tel 01962 848 235

**SUMMARY**

- The [Small Grants](#) programme provides funding of up to £500 for charitable, voluntary and not-for-profit organisations in the District;
- The programme is intended to support the purchase of small items of equipment, venue hire, printing or other one-off costs associated with a project or activity;
- A total of £15,000 was allocated for Small Grants in 2012/13 within the overall Council budget, slightly increased on the previous year in order to support requests from groups planning celebrations for the Diamond Jubilee or the Olympic and Paralympic Games;

- A total of 29 applications has been received, including some held over from 2011/12 because expenditure was planned for this financial year. Only two applications are considered to fall wholly outside the purpose and criteria of the programme.
- The second round will close in early September for projects between November 2012 and March 2013.

The Council has traditionally sought to provide support for as many of the eligible applications under this programme as possible. Because the total requested exceeds the amount available, it is not possible to award the full amount of grant requested to all applicants.

### **PROPOSED DECISION**

That Members

- a) approve the recommended awards to be made to local voluntary organisations from the first round of the Small Grants Programme for 2012/13, as set out in Appendix 1;
- b) authorise the Assistant Director (Economic Prosperity) in consultation with the Portfolio Holder *not* to make the recommended award, should officers determine that there are reasonable grounds not to do so, and to reallocate any such monies to the second round of the Small Grants Programme for this financial year.

### **REASON FOR THE PROPOSED DECISION AND OTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

- The recommendations set out at Appendix 1 are made in accordance with the criteria for the Small Grants Programme.
- Organisations are asked to demonstrate where possible that their project or activity is linked to the delivery of one or more of the Winchester District Community Strategy priorities. These are:
  - Promoting the wellbeing of older people
  - Improving access to services
  - reducing the District's carbon footprint
  - improving the quality of life in the neighbourhoods of Stanmore and Winnall/Highcliffe

- Because there were more valid applications than the allocation of £10,000 available, officers applied the following principles in determining the recommended awards set out in Appendix 1:
  - a) clearly supports two or more of the above priorities 100%
  - b) clearly supports at least one of the above priorities 90%
  - c) does not support a priority, but supports wider outcome of Active Communities 80%
  - c) £250 or less requested 100%

Although working within the parameters above, the Portfolio Holder has considered some qualitative aspects of the bids. These include:

- value for money (eg consideration of the estimated number of beneficiaries);
- the level of credibility of the bid in terms of the way it is structured, evidenced and costed;
- the distinctiveness and creativity of the project proposed.

In no instances is it considered that the awarding of a smaller total than requested will prevent the project or activity from taking place, as they are generally 'scale-able' or the difference can be made up through existing fund raising plans or reserve balances.

Two applications have been refused. One is for a building refurbishment project which is outside the scope of the Small Grants Programme, and will be redirected to the Active Communities Project Fund for 2013/14 (if still relevant) or other Lottery streams. The other is for a fund-raising initiative to pay for church roof repairs, and again falls outside the scope of this Programme.

It would have been possible to bring forward monies allocated for the second tranche of Small Grants funding for 2012/13 to make full awards, but this would have left very little for other organisations planning initiatives for the new year – organisations who may deliberately have held off applying in this round because of the anticipated additional competition from Jubilee and Olympics-related applications. It is considered that around £5,000 (equating to 10 grants at the maximum of £500) is a realistic sum for the second round. Moreover, the Portfolio Holder considers the proposed awards in Appendix 1 to be fair ones, based on the principles above.

### **RESOURCE IMPLICATIONS:**

A total of £15,000 was allocated to the Small Grants Programme as part of the 2012/13 budget ([WTF164 January 2012](#) refers).

There are two rounds for applications, in May and in September 2012, and £10,000 has been allocated for the first round to reflect the additional applications for Jubilee celebrations and the longer period the grants are intended to cover.

Of this, the total recommended awards set out in Appendix 1 is £9,970. This leaves £5,030 to be allocated in the second round.

### **CONSULTATION UNDERTAKEN ON THE PROPOSED DECISION**

The Portfolio Holder for Communities, Culture and Sport has reviewed the Small Grant applications and further input has been invited from relevant officers from within the Council, from Winchester Area Community Action's Development Officer and from the Corporate Management Team through the drafting of this Decision Notice.

These grants are for a maximum of £500, and officers are increasingly seeking to make the process as time-efficient and streamlined as possible to the benefit of both the voluntary organisations applying and the Council. Consultation is deliberately restricted, with the objective of making rapid decisions based on published criteria and adopted priorities.

### **FURTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED FOLLOWING PUBLICATION OF THE DRAFT PORTFOLIO HOLDER DECISION NOTICE**

n/a

### **DECLARATION OF INTERESTS BY THE DECISION MAKER OR A MEMBER OR OFFICER CONSULTED**

n/a

### **DISPENSATION GRANTED BY THE STANDARDS COMMITTEE**

n/a

**Approved by: (signature)**

**Date of Decision**

**Councillor Patricia Stallard – Portfolio Holder for Communities, Culture and Sport**

**Appendices:**

**Appendix 1 - Recommended Awards under the Small Grants Programme, First Round, 2012/13**

### Appendix 1: Recommended Awards under the Small Grants Programme, First Round, 2012/13

Name of organisation	Location of activity or project	Brief description of activity/project	Community Strategy Priority/ies	Grant requested	Grant recommended	Rationale for recommendation
Village Events for All	Sutton Scotney	A community-led series of free celebrations for all ages in the village, inspired by the Diamond Jubilee.	Older People	£500	£450	1 priority -10%
Cheriton Diamond Jubilee Fund	Cheriton	Volunteer-led street party and gifts for village children for Diamond Jubilee	N/a	£500	£400	Active Communities, no priorities -20%
Swanmore Society	Swanmore	Diamond Jubilee exhibition of 'Swanmore Past and Present' – hall hire, photography and printing costs	Older people	£250	£250	Full funding for £250 or less
Hambledon Diamond Jubilee Steering Cttee	Hambledon	Volunteer-led events to celebrate the Diamond Jubilee, including procession, picnic and musical entertainments	N/a	£519.91  (max grant is actually £500)	£400	Active Communities, no priorities -20%
Owslebury & Morestead Community	Owslebury	New picnic table for Glebe Field made by local blacksmith to mark	N/a	£500	£400	Active Communities, no priorities:

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Association		the Diamond Jubilee				- 20%
Whiteley Parish Council	Whiteley	Fun Day to celebrate Olympics and Diamond Jubilee, involving local voluntary groups and businesses – contribution to cost of Army Assault Course	N/a	£500	£400	Active Communities, no priorities: - 20%
Boarhunt Parish Council Jubilee 2012 Celebration Sub Committee	Boarhunt	Party in the Park community event to celebrate the Diamond Jubilee	N/a	£200	£200	Full funding for £250 or less
Southwick Social & Sports Association	Southwick	Party in the Park community event to celebrate the Diamond Jubilee	N/a	£200	£200	Full funding for £250 or less
Knowle Community Buildings Association	Knowle	Party on the Green to celebrate the Diamond Jubilee including fireworks, entertainments and barbeque	N/a	£500	£400	Active Communities, no priorities: - 20%
Twyford Community	Twyford	Jubilee Festival in Hunter Park, including music, exhibitions and food to raising funds for local	N/a	£476.85	£380	Active Communities, no priorities:

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Project		community buildings				- 20%
Soberton Parish Council	Soberton	Diamond Jubilee celebrations and souvenirs, including music	N/a	£500	£400	Active Communities, no priorities -20%
St Barnabas PCC	Weeke	Diamond Jubilee 'Big Lunch' event on land surrounding the church, open and free to all	Older people	£500	£450	1 priority -10%
King Alfred Youth and Activity Centre	Winnall	Repairs to pool table, purchase of new board games/resources, and food for 'cook and eat' project.	Winnall	£350	£315	1 priority -10%
Winchester & District Young Carers	Winnall	Materials (eg paint, rugs, beanbags) to help create a chill out room by all users of King Alfred Youth and Activity Centre	Winnall	£500	£200	Second bid for KAYAC – decision to prioritise one above, but make a contribution to cost of paint, rugs etc.

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Swanmore Youth Action	Swanmore area	Local excursions for young people, materials for activity session and CRB checks for volunteers	Access to services	£500	£250	1 priority  -10%, but reduced further to reflect small number of beneficiaries
Age Concern Hampshire	Stanmore, Winnall	Hall hire and volunteer expenses for IT training sessions for older people	Stanmore, Winnall, Older People	£350	£350	3 priorities – full funding
Winchester Action on Climate Change	Winchester Town	Public event to inspire community leaders and community organisations to inform them about options for local renewable energy and identify projects to take forward collectively	Reducing the carbon footprint of the District	£496.75	£450	1 priority  -10%
Meon Valley Carers Group	Various locations in Meon Valley area	Purchase of resources to support education of carers on nutrition and cookery for dementia sufferers	Older people	£500	£450	1 priority  -10%
Dyslexia Action	Stanmore	Parent support session in Stanmore to increase	Stanmore	£482	£435	1 priority



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		understanding and share coping strategies for children with dyslexia				-10%
Denmead Community Association	Denmead	First Proms in the Park event with Denmead Brass Band	Older people	£365	£330	1 priority -10%
Winchester Live at Home Scheme	Olivers Battery	Start up costs for Live at Home Exercise Plus class	Older people	£480	£430	1 priority -10%
Meon Valley First Responders	Meon Valley	Contribution to costs of kit bag and defibrillation device for volunteer team	Older people	£500	£450	1 priority -10%
Northbrook Hall, Micheldever	Micheldever	Insulation of roof cavity with glass fibre quilt to improve comfort for users and reduce energy consumption	Reducing the carbon footprint of the District  Older people	£485	£485	2 priorities Full funding
Stanmore Community Association	Stanmore	Energy assessment to inform future plans to improve the energy efficiency of the building	Reducing the carbon footprint of the District  Stanmore	£500	£250	2 priorities Full funding for eligible element

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Age UK Winchester	District-wide	Laptop for volunteers running new information and advice service for older people	Older people	£498.89	£450	1 priority -10%
Winchester Area Community Action	District-wide	Purchase of equipment to lend to voluntary organisations running special events, including collection buckets, walkie-talkies, tabards, number clickers.	N/a	£492.05	£395	Active Communities, no priorities - 20%
Key Changes Music Therapy	St Barnabas & Winnall	Music therapy sessions for pre-school children with special educational needs	Winnall	£500	£400	1 priority -10%  But reduced further to reflect small number of beneficiaries
Waltham Chase Village Hall	Waltham Chase	Replacement doors to improve insulation and ease of use	Reducing the District's carbon footprint	£500	£0	Outside scope of this programme: recommend application for

Name of organisation	Location of activity or project	Brief description of activity/project	Community Strategy Priority/ies	Grant requested	Grant recommended	Rationale for recommendation
						Project Grant in 2013/14.
St John the Baptist Church	Shedfield	Costs of producing postcards for sale to raise money for roof repairs	N/a	£475	£0	Religious activities and buildings not eligible
<b>TOTAL GRANTS AWARDED</b>					<b>£9,970</b>	