

Area Forum Report

Local Community Projects Fund

Recommendation

That the Forum notes the Local Community Projects Fund awards made during 2013/14 and promotes the next award deadline of 01 April 2014 to individuals and eligible groups and organisations.

1 Introduction

1.1 The Borough Council introduced the Local Community Projects Fund in 2013/14. The Fund seeks to provide small grants to individuals and organisations that want to deliver projects that will have a positive benefit in the local community.

1.2 There is a total sum of £17,500 available for distribution, with £1,000 allocated to each Ward (with the exception of Arley and Whitacre, which has £1,500 available for disbursement). There is a presumption that awards will not exceed £500, although under exceptional circumstances higher grants may be awarded. Projects must contribute to one or more of the following Sustainable Community Strategy priorities:

- Raising Aspirations, Educational Attainment and Skill Levels
- Developing Healthier Communities
- Improving Access to Services

... 1.3 Additionally, projects should provide a lasting benefit within the local community. Full details of the scheme criteria are attached at Appendix 1.

2 Applications Received in 2013/14

... 2.1 In total, 15 applications were received, three of which were ineligible. Appendix 2 details the 12 successful applications, which are also publicised on the Borough Council website.

2.2 In order to make the process as easy, effective and efficient as possible, applicants were encouraged to apply online (at www.NorthWarks.gov.uk/lcpf). Grant requests, however, were still welcome via the traditional, paper-based form. Of the 15 applications submitted, 11 were completed online.

2.3 There was a small number of teething problems with the new online system, including:

- i) Applicants not being able to see all of the questions in advance of starting to make an application – this was quickly resolved.
 - ii) Not enough time being allowed to complete each online sheet before it was “timed out”, resulting in a loss of data – again, this problem was quickly resolved.
- 2.4 A broad range of applications were received from organisations delivering projects that improved opportunities for participation in the arts (craft, theatre and singing), sports (hockey) and educational sessions (including story sacks for younger children and a youth club for older young people). Additionally, there were several applications from organisations wishing to make improvements to community facilities.
- 2.5 Disappointingly, there was only one application from an individual, which subsequently proved to be ineligible due to the proposed beneficiaries living outside the Borough.

3 Finances

- 3.1 Only two Wards were financially oversubscribed (Hartshill and Atherstone South and Mancetter). One of the Hartshill awards was reduced accordingly (from £635 to £500). Both organisations in Atherstone South and Mancetter were awarded their requested sum, as one of the projects had beneficiaries in Atherstone North and Members from that Ward agreed to support the scheme.
- 3.2 Of the £17,500 available for disbursement through the Projects Fund, a total of £5,878 was awarded to local projects. The balance of £11,622 has been reserved for Community-based Projects.

4 Promotion

- 4.1 The scheme was promoted widely through Borough Councillors, parish and town councils, the Warwickshire Community and Voluntary Action database, the Borough Council newsletter, “North Talk”, and in the local press. The Authority’s Communications and Public Relations Officer is in contact with several of the successful organisations to publicise the Fund and the successful projects.
- 4.2 The next deadline for applicants to the 2014/15 Fund is 01 April, with a second round deadline of 01 October 2014. In the first instance, potential applicants are encouraged to discuss their project with the Borough Council’s Partnership and Development Manager.

The Contact Officer for this report is Jaki Douglas (719492)



Local Community Projects Fund Information and Advice

The Local Community Projects Fund is available to individuals, groups and voluntary and community organisations that wish to undertake a project that will have a positive impact on the local community.

The total funding available through the scheme is £17,500. Funding is allocated to each Ward at a level equivalent to £500 per Ward Member (Borough Councillor). There will be a presumption in favour of awards not exceeding £500, although under exceptional circumstances applications for a higher sum will be considered by Ward Members.

Eligibility Criteria

To be eligible, the project must:

- Contribute to one or more of the Sustainable Community Strategy priorities of:
 - 1 - Raising Aspirations, Educational Attainment and Skill Levels
 - 2 - Developing Healthier Communities
 - 3 - Improving Access to Services(Particular consideration will be given to projects that also promote social inclusion and/or that can evidence a link with other strategies / plans that benefit the local community, e.g. Parish Plans)
- Provide a clear and lasting benefit to the local community within the Ward making the award (even though the project to be supported may be based outside the Ward). If an applicant organisation is undertaking a project that covers more than one Ward, it must be considered by all relevant Ward Members and may be eligible for an increased sum
- Have any relevant permissions in place (e.g. Planning Consent, land owner consent, etc.)

All Applicants must:

- complete the relevant application form in full and supply any required supporting documentation
- be prepared to have the project details listed on the Borough Council's website
- obtain two quotes for individual items over £100 in value
- upon completion of the project, provide a short report along with receipts/ invoices, and photographs where relevant, detailing how the funding was spent within 18 months of award date

Applicant Organisations/ Groups:

- *Where relevant*, organisations may have to confirm they have a written constitution/ set of rules.
- Where there is the potential for regular access to vulnerable people, organisation's must have a Child Protection / Vulnerable Persons Policy

Vulnerable people are classes as young people (those under 18 years of age) and adults who are or may be unable to take care of themselves or unable to protect themselves against significant harm or exploitation by reason of mental illness or other disability, age or illness and may be in need of community care services.

Award Process

- Applicants are advised to **speak to the Partnership and Development Manager before** making an application on 01827 719492 or by emailing lcdd@NorthWarks.gov.uk or using the on-line form www.NorthWarks.gov.uk/lcpf
- Applications can be made at any time, but will only be considered twice per year by the relevant Ward Members (deadlines 1 April and 1 October with decisions the following month)
- Upon receipt, applications will be checked to ensure that they are complete and meet the scheme's eligibility criteria
- If a Ward is over-subscribed, Ward Members will determine which, if any, projects are to receive support and in what sum
- Payment will be made in advance of the commencement of the project
- Applicants will be required to produce a short report upon completion of the project, detailing what was delivered and how the project benefitted the local community. Where relevant, photographs should be provided

The Fund will not support:

- A project that has previously been supported through the scheme
- A project that has received any other form of Borough Council funding
- A project that is evidently related to the development of assets owned by public sector organisations.
- The ongoing running costs of a group
- Any costs incurred before a grant is awarded
- Statutory public bodies such as county, district, parish or town councils, schools, the Police, NHS, etc., or any activities that are the evident responsibility of these organisations
- Anything that is a group's statutory responsibility (including curriculum activity in schools). Under appropriate circumstances, the Borough Council may consider applications that improve access for disabled people
- Projects promoting religious / political beliefs
- Commercial projects
- Applicants that have failed to meet the conditions of a previous award from the Borough Council
- Organisations with significant "uncommitted financial reserves"
- Feasibility studies / research
- Holidays (although "educational" visits and/ or training courses may be considered)
- Prizes
- Loan or debt repayments
- More than one application from an organisation/ individual in the same financial year

Completed Applications

Applications can be completed on-line at www.NorthWarks.gov.uk/lcpf

Paper applications and supporting documents should be forwarded to:

Partnership and Development Manager
North Warwickshire Borough Council
The Council House
South Street
Atherstone
Warwickshire,
CV9 1DE

Local Community Projects Fund - October 2013 Awards

Name	Awards	Ward	Project	When	Where
Area Forum North					
Shuttington and Alvecote Parish Hall Committee	£500	Newton Regis and Warton	New tables and chairs for the Village Hall	Before Christmas 2013	Shuttington and Alvecote Village Hall
St John's Community Association	£140	Polesworth West	To employ experienced crafters to present more demanding and expensive crafts to the group. Three experiences in November 2013, February 2014 and May 2014	By end of May 2014	St John's Hall, Birchmoor
Area Forum South					
Love Coleshill	£500	Coleshill North	Victorian Week - Christmas Market followed by two late night (Tuesday and Thursday) shopping evenings, with entertainment on the high street and a new monthly market in the Market Hall	Week beginning 01 December 2013. New market to start 07 December 2013	High Street, Coleshill, including the Town Hall and the Market Hall
Fillongley Scout Group	£500	Fillongley	Purchase a new, additional marquee for the group camps	As soon as possible	Fillongley Scout Hut
Ansley Common Residents Association	£300	Arley and Whitacre	Setting up a Residents Association to represent the views of local residents and to provide a mechanism to help address issues and concerns. This will include raising money for a new park in Ansley Common	Meeting at least once a month for the next three years	Meetings will be held at: St John's Church Hall
Area Forum West					
Water Orton Library and Community Centre	£728	Water Orton	A new bench is being funded by friends and family as a memorial to a local resident. The grant is to be used to improve the landscaping outside the library, where the bench will be installed	November or December 2013	Water Orton Library and Community Centre

Name	Awards	Ward	Project	When	Where
Area Forum East					
Atherstone Adders Hockey Club	£485	Atherstone Central	Providing hockey training for local primary school children, so that they can get involved in a healthy activity and hopefully be encouraged to join Atherstone Adders Hockey Club	November 2013	Atherstone AGP, QE School
Atherstone Theatre Workshop	£500	Atherstone Central	To hire a musician to work alongside volunteer teachers to create a musical montage at a community event at Dobbies Garden Centre	November and December 2013	Dobbies Garden Centre and Owen Street Community Art Centre
Atherstone Choral Society	£725	Atherstone South and Mancetter	Singing in the community and encouraging new and younger members to join the choir. Special event being held on 08 December, taking children from Atherstone to Polesworth Abbey. The Choir also needs new robes	08 December 2013	Polesworth Abbey
Mancetter Massive	£500	Atherstone South and Mancetter	Mancetter Massive is a weekly youth club offering positive, purposeful and enjoyable activities for young people. This funding will provide sports equipment, arts and crafts materials and cooking ingredients to run structured activities, leading to ASDAN qualifications for the young people	The youth club will meet weekly and this funding will be for activities held between December 2013 and July 2014	Mancetter Massive currently meets at Bracebridge Centre, Mancetter
1st Hartshill Scouts	£500	Hartshill	To provide cooking equipment for the group for when they go on camp	As soon as possible	Nathaniel Newton School, Hartshill
The Links Daycare Centre Ltd	£500	Hartshill	To purchase Story Sacks, which will be used within the nursery, and establish a lending library for parents who may not have a positive relationship with books, who can share an enjoyable experience with their children	As soon as possible	The Links Daycare Centre, Hartshill