

Adur County Local Committee

Community Initiative Funding – Urgent Action

May 2020

Report by Director of Law and Assurance

Ref: A02(20/21)

**Key Decision:
No**

Part I

**Electoral Division:
Shoreham South**

Recommendation

That the applications to the Community Initiative Fund as set out in Appendix A, be awarded.

1. Background and Context

- 1.1 The Community Initiative Fund (CIF) is a County Local Committee (CLC) administered fund that provides assistance to local community projects. Bids should show evidence of projects which can demonstrate community backing, make a positive impact on people’s wellbeing and support [The West Sussex Plan](#).
- 1.2 The terms and conditions, eligibility criteria and overall aim of the CIF have been agreed by all CLC Chairmen and these can be found on the County Local Committee pages of the West Sussex County Council website using the following link:
http://www.westsussex.gov.uk/your_council/meetings_and_decision-making/county_local_committees/community_initiative_funding.aspx
- 1.3 For projects to be considered for funding they must upload their project idea to the West Sussex Crowd (www.westsussexcrowd.org.uk) funding platform and pitch to the Community Initiative Fund.
- 1.4 Effective from 8 February 2019, the County Council’s Community Initiative Fund budget was reduced from £280,000 per year to £140,000 per year, following a decision taken by the Cabinet Member for Safer, Stronger Communities (decision reference SSC8 18/19). It was approved that this proposal be included in the Governance Committee review of County Local Committees with implementation of savings to be delayed until the review has been completed. Therefore, it was agreed that the 2019/20 CIF budget be provisionally reduced to £140,000, subject to the outcome of the Governance Committee review of CLCs on 25 November 2019. This decision was supported by the Governance Committee.
- 1.5 Effective from 12 June 2019, the Cabinet Member for Safer, Stronger Communities took a decision to introduce a Micro Fund following feedback received from groups relating to small projects (decision reference SSC02 19/20). Applications to the Micro Fund are intended for projects with a total cost of up to £750 as an alternative to crowdfunding and pitching to CIF via West Sussex Crowd. As with crowdfunding pitches, Micro Fund

applications are considered the CLC meetings for a decision. CLCs were advised to allocate up to 30% of their budget to Micro Fund applications, although this is discretionary.

2. Proposal

- 2.1 That the application for Community Initiative Funding as set out in Appendix A be considered for a grant.
- 2.2 Pledges can be considered in preparation and fundraising stages. When considering pitches in the preparation stage, decisions are subject to the applicant receiving full verification from locality and starting fundraising by the end of the financial year.

3. Resources

- 3.1 For the 2020/21 financial year, Adur County Local Committee had a total of £10,000.00 available for allocation, of this £9,500.00 is still available for allocation.
- 3.2 There is one Micro Fund application for consideration by the Committee, with a total project cost of £500.00.
- 3.3 Details of all the applications are listed in Appendix A.

Factors taken into account

4. Consultation

- 4.1 Before a project can be added to the West Sussex Crowd it must be eligible for the [Spacehive](#) platform, and then before beginning crowd funding must be verified by [Locality](#). This involves inspecting the project to make sure it's viable and legitimate. The Democratic Services Officer, in consultation with the local County Councillor, will preview all projects that have then gone on to pitch to the Community Initiative Fund to ensure they meet the criteria.
- 4.2 District and Borough Council colleagues are consulted on whether applicants have applied to any funds they administer. In addition, some CLCs have CIF Sub Groups that preview pitches and make recommendations to the CLC.

5. Risk Management Implications

- 5.1 There is a risk in allocating any funding that the applicant will not spend some or all of it or that it might be spent inappropriately. Therefore, the terms and conditions associated with CIF provide for the County Council to request the return of funds.

5.2 Projects that do not reach 95% of their funding target on The West Sussex Crowd within their project timescales, will not receive any funds. Any pledges made to unsuccessful projects will therefore be returned to the CLC CIF allocation.

6. Other Options Considered

6.1 The Committee do have the option to defer or decline pitches but must give valid reasons for doing so. If they defer a project, they need to take into account the timescales for the project and whether a deferral would allow the CLC to pitch at the following meeting.

7. Equality Duty

7.1 Democratic Services Officers consider the outcome intentions for each pitch. It is considered that for the following pitches, the intended outcomes would:

- advance equality of opportunity between people who share a protected characteristic and people who do not share it; and
- foster good relations between people who share a protected characteristic and people who do not share it.

The CLC in considering any pitch should be alert to the need to consider any equality implications arising from the bid or the way the money is to be used if any are indicated in the information provided.

8. Social Value

8.1 The Community Initiative Fund's eligibility criteria requires applicants to explain how their project will support one or more of the County Council's priorities as set out in [The West Sussex Plan](#).

9. Crime and Disorder Act Implications

9.1 The applications for decision contain projects that will positively benefit the community and contribute toward the County Council's obligations to reduce crime and disorder and promote public safety in section 17 of the Crime and Disorder Act 1998.

10. Human Rights Act Implications

10.1 The County Council's positive obligations under the Human Rights Act have been considered in the preparation of these recommendations but none of significance emerges.

Tony Kershaw

Director of Law and Assurance

Contact: Monique Smart, Democratic Services Officer – 033 022 22540

Appendices

Appendix A – Current Applications and Recommendations

Background Papers:

Adur County Local Committee Micro Fund application –

<http://www2.westsussex.gov.uk/ds/clc/a/a170620uawoodcraft.pdf>

Decision SSC8 18/19 -

<https://westsussex.moderngov.co.uk/ieDecisionDetails.aspx?ID=494>

Decision SSC02 19/20 -

<https://westsussex.moderngov.co.uk/ieDecisionDetails.aspx?ID=611>

Agreed



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Katharine Eberhart

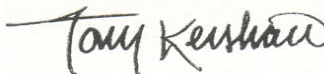
Director of Finance and Support
Services

.....See Email approval below

Cllr Kevin Boram

Chairman
Adur County Local Committee

Action Authorised



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Tony Kershaw

Director of Law and Assurance

Date...22.05.20.....

From: Kevin Boram <Kevin.boram@westsussex.gov.uk>
Sent: 19 May 2020 13:38
To: Jack Bacon <Jack.Bacon@westsussex.gov.uk>
Cc: Monique Smart <monique.smart@westsussex.gov.uk>; Sue A Barnes <SueA.Barnes@westsussex.gov.uk>; Rachel Allan <Rachel.Allan@westsussex.gov.uk>; Ann Bridges <Ann.Bridges@westsussex.gov.uk>; David Simmons <David.simmons@westsussex.gov.uk>; Debbie Kennard <debbie.kennard@westsussex.gov.uk>; George Barton <George.Barton@westsussex.gov.uk>
Subject: RE: CIF Proposal: Urgent Action - Adur Woodcraft Folk

Thank you for your email. I know off this charity and they are very locality based. I would be happy to pledge £500 via Urgent Action.

Regards

Kevin

From: Jack Bacon <Jack.Bacon@westsussex.gov.uk>
Sent: 19 May 2020 12:22
To: Kevin Boram <Kevin.boram@westsussex.gov.uk>
Cc: Monique Smart <monique.smart@westsussex.gov.uk>; Sue A Barnes <SueA.Barnes@westsussex.gov.uk>; Rachel Allan <Rachel.Allan@westsussex.gov.uk>; Ann Bridges <Ann.Bridges@westsussex.gov.uk>; David Simmons <David.simmons@westsussex.gov.uk>; Debbie Kennard <debbie.kennard@westsussex.gov.uk>; George Barton <George.Barton@westsussex.gov.uk>
Subject: CIF Proposal: Urgent Action - Adur Woodcraft Folk

Dear Kevin,

I hope you're keeping well.

I attach an **urgent** Micro Fund application submitted by Adur Woodcraft Folk – who I can see you referred to submit an application, as the supportive local member, towards providing activity packs for children of low-income families.

Kevin, as Chairman of Adur CLC – do you approve of taking a decision to award a £500.00 grant via Urgent Action procedure?

I look forward to hearing from you soon.

Kind Regards,
Jack

Jack Bacon - Assistant Democratic Services Officer
Democratic Services,
West Sussex County Council

Micro Fund

- 540/A - Adur Woodcraft Folk, 'Activity packs for children', £500.00 - towards providing creative activity packs to children from low-income families.