

**Central and South Mid Sussex County Local  
Committee**

**Community Initiative Funding**

**June 2020**

**Report by Director of Law and Assurance**

<b>Ref: (CSMS02 20/21)</b>
<b>Key Decision: No</b>
<b>Part I</b>
<b>Electoral Divisions: All in CSMS CLC area</b>

**Recommendations**

**1. That the following Community Initiative Fund awards be made:**

**West Sussex Crowd**

- **562/CSMS – Haywards Heath Food Bank, 'Haywards Heath COVID-19 mutual aid', £750 towards the re-opened food bank's running costs.**

**Micro Fund**

- **520/CSMS – Neighbourly Care in Hassocks, Burgess Hill and District, 'New website', £750.00 towards the cost of web development and replacing its previous decade-old website.**

**2. That the following Community Initiative Fund application to the West Sussex Crowd be declined.**

- **561/CSMS - Mid Sussex Islamic Centre & Masjid, 'Emergency Burial Fund', funding towards supporting burial/funeral arrangements to families of COVID-19 victims in the Muslim community. A decline is recommended as the funding criteria states that religious organisations will only be granted funding where it can be demonstrated that the funding benefits the wider community.**

**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](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](http://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 Committee considers the pitches and/or applications for Community Initiative Funding as set out in Appendix A.
- 2.2 Pledges can be considered in the preparation and fundraising stage. 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, Central and South Mid Sussex CLC had a total of £15,600.00 available for allocation, of this **£15,346.56** is still available for allocation. Details of awards made in the current program and previous financial year are included in Appendix B.
- 3.2 There are two crowdfunding pitches in fundraising stage for consideration by the Committee, with a combined crowdfunding target (amount left to raise) of £6,225.00.
- 3.3 There are also two Micro Fund applications for consideration by the Committee, with a total project cost of £1,464.00.

These are outlined in Appendix A, pitches are also available to view at [www.westsussexcrowd.org.uk](http://www.westsussexcrowd.org.uk)

## **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 and be detailed in Appendix B.

### **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:** Adam Chisnall, Democratic Services Officer – 033 022 28314

### **Appendices**

Appendix A – Current applications for consideration by the Committee

Appendix B - Summary of awards made in 2020/21 and 2019/20

### **Background Papers:**

West Sussex Crowd pitches -

<http://www2.westsussex.gov.uk/ds/clc/csms/csms150620cifbackcrowd.pdf>

Micro Fund applications -

<http://www2.westsussex.gov.uk/ds/clc/csms/csms150620cifbackmicro.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



.....  
**Katharine Eberhart**  
Director of Finance and Support  
Services

.....see email approval below.....

**Cllr Anne Jones**  
Chairman  
Central & South Mid Sussex County  
Local Committee

Action Authorised



.....  
Tony Kershaw  
Director of Law and Assurance

Date.....26/06/20.....

**From:** [Anne Jones](#)  
**To:** [Adam Chisnall](#)  
**Subject:** RE: Central and South Mid Sussex CLC - Urgent Action CIF decision  
**Date:** 23 June 2020 10:12:57

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Dear Adam,

Thank you for your email, I am happy to agree with your decisions regarding the CIF applications.

Kind regards,

Anne

*Anne Jones*

West Sussex County Council

Work 03302224533

E-mail [anne.jones@westsussex.gov.uk](mailto:anne.jones@westsussex.gov.uk)

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**From:** Adam Chisnall <[adam.chisnall@westsussex.gov.uk](mailto:adam.chisnall@westsussex.gov.uk)>  
**Sent:** 23 June 2020 09:48  
**To:** Anne Jones <[anne.jones@westsussex.gov.uk](mailto:anne.jones@westsussex.gov.uk)>  
**Subject:** Central and South Mid Sussex CLC - Urgent Action CIF decision  
**Importance:** High

Good Morning Anne

In your capacity as the Chairman of the Central and South Mid Sussex CLC please could I ask you to consider the attached report and letter concerning an urgent action decision for the allocations for CIF funding.

Please can you confirm if you agree with the recommendations and consent for me to add your endorsement to the relevant sections for the decision.

Thank you

Kind regards

Adam

[Adam Chisnall](#) | Democratic Services Officer,  
Democratic Services, [West Sussex County Council](#)

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**WEST SUSSEX  
CROWD**  
Apply to the  
Community  
Initiative Fund

## **Current applications for consideration by the Committee**

### **West Sussex Crowd**

The following projects have pitched to the Community Initiative Fund since the last meeting:

- **561/CSMS - Mid Sussex Islamic Centre & Masjid, 'Emergency Burial Fund', £2,337.00 crowdfunding target (amount left to raise of 16 June) - towards supporting burial/funeral arrangements to families of COVID-19 victims in the Muslim community.**  
[www.spacehive.com/msicm-emergency-burial-fund](http://www.spacehive.com/msicm-emergency-burial-fund)
- **562/CSMS – Haywards Heath Food Bank, 'Haywards Heath COVID-19 mutual aid', £3,888.00 crowdfunding target (amount left raise as of 16 June) - towards the re-opened food bank's running costs.**  
[www.spacehive.com/haywardsheathcovid19mutualaid](http://www.spacehive.com/haywardsheathcovid19mutualaid)

### **Micro Fund**

The following groups have submitted Micro Fund applications since the last meeting:

- **520/CSMS – Neighbourly Care in Hassocks, Burgess Hill and District, 'New website', £750.00 total project cost - towards the cost of web development and replacing its previous decade-old website.**

**Summary of awards made in 2020/21 and 2019/20**

The following projects have received funding during the 2020/21 financial year to date:

Applicant	Summary	Member	Awarded	Evaluation
<b>MICRO FUND</b>				
<b>533/CSMS –</b> Hassocks Community Food Bank	towards purchasing stack trays and dolly bases to help transport food donations	Kirsty Lord	£253.44  Urgent Action (21/05/2020)	“Our new equipment funded by West Sussex Council arrived today to help make the Food Bank running a little easier during this time. We can’t wait to set them up and start using them tomorrow.”



The following projects received funding during the 2019/20 financial year:

<b>Applicant</b>	<b>Summary</b>	<b>Member</b>	<b>Awarded</b>	<b>Evaluation</b>
<b>MICRO FUND</b>				
<b>461/CSMS –</b> The Escape Youth Club	Towards purchasing start-up equipment for youth club launch	Anne Jones	£750.00 <a href="#">Urgent Action</a> (19/02/2020)	N/A
<b>WEST SUSSEX CROWD</b>				
<b>356/CSMS –</b> Ensemble Reza	Towards venue hire plus publicity and printing costs	Sujan Wickremaratchi	£1,000.00	
<b>365/CSMS –</b> Holy Trinity CE Primary School PTA	Towards building a wooden outdoor classroom next to the school pond habitat	Pete Bradbury	£1,500.00	
<b>370/CSMS –</b> Hurstpierpoint Churches	Towards purchasing a coffee grinder machine and water module	Joy Dennis	£1,000.00	Feedback given to local member. Grant gratefully received and used.
<b>MICRO FUND</b>				
<b>404/CSMS –</b> Community Transport Sussex	Towards the production of 'legacy packs' to attract end of life donations	Andrew Barrett-Miles	£750.00	<b>Refer to local member</b>
<b>424/CSMS –</b> Poynings Parish Council	Towards purchasing a new air dried oak post and remove and re-fit the existing sign	Joy Dennis	£725.00	<b>Refer to local member</b>
<b>462/CSMS –</b> Bolney Horticultural Society	Towards purchasing new tables for the society	Joy Dennis	£736.39	<b>Refer to local member</b>

<b>499/CSMS –</b> Burgess Hill Repair Cafe	Towards hall hire and publicity costs for three pop-up events	Andrew Barrett-Miles	£708.96	<b>Refer to local member</b>
<b>500/CSMS - 1st</b> Hurstpierpoint Scout Group	Towards purchasing a 3m x 4.5m gazebo and leg weights	Joy Dennis	£425.98	<b>Refer to local member</b>
<b>501/CSMS - Mid</b> Sussex District Scout Council	Towards purchasing four 3- man tents, trangias, compasses and map cases	Stephen Hillier	£748.96	<b>Refer to local member</b>
<b>505/CSMS -</b> Sussex Clubs for Young People	Towards purchasing kitchen and games equipment	Stephen Hillier	£745.00	<b>Refer to local member</b>