

## Crawley County Local Committee

### Community Initiative Funding – Urgent Action

June 2020

### Report by Director of Law and Assurance

Ref: C02(20/21)

Key Decision:  
No

Part I

Electoral Divisions:  
All in Crawley CLC  
area

#### Recommendations

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

##### Micro Fund

- 534/C - YMCA DownsLink Group, Youth Advice Centre Crawley, £749.40 - towards purchasing materials to create packs for use during virtual art therapy sessions.
- 541/C – Crawley Town Life Saving Club, 'Gazebo project', £740.00 - towards purchasing a permanent gazebo and chairs for use at community demonstrations.
- 544/C – Ifield Park Day Centre, 'Keep in Touch', £700.00 - towards purchasing items for weekly activity packs distributed over the course of an 8-week period.
- 555/C – Refugees Welcome Crawley, 'Bicycles for refugees', £744.00 - towards purchasing three women's bicycles, safety clothing and accessories.

##### West Sussex Crowd

- 550/C – LPK Learning CIC, 'Capturing Lockdown', upto £1100- towards the cost of photo editing and creating a museum archive displaying community photos captured during COVID-19 lockdown.
- 551/C – Tamil Learning Centre Crawley, 'COVID-19 post-relief project', upto £1100 - towards purchasing stationery and sports equipment for students' use post-COVID-19 lockdown. As this project is in preparation stage, this pledge is subject to the project remaining the same as when Members reviewed it and the applicant receiving full verification from locality and starting fundraising by the end of the financial year.

## 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, Crawley CLC had a total of £18,000.00 available for allocation, of this **£17,250.00** 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 for consideration by the Committee, with a total project value of £7,571.00. The pitch in fundraising stage has a crowdfunding target of £3,594.00 (amount left to raise).

There are four Micro Fund applications for consideration by the Committee, with a total project cost of £2,933.40.

These pitches and applications 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:** Monique Smart, Democratic Services Officer – 033 022 22540

### **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/c/c180620cifbackcrowd.pdf>

Micro Fund applications -

<http://www2.westsussex.gov.uk/ds/clc/c/c180620cifbackmicro.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**

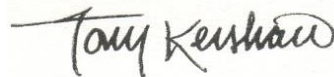
Director of Finance and Support  
Services

.....See Email approval below .....

**Cllr Brenda Smith**

Chairman  
Crawley County Local Committee

Action Authorised



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Tony Kershaw

Director of Law and Assurance

Date.....03/07/20.....

**From:** Richard Burrett <[richard.burrett@westsussex.gov.uk](mailto:richard.burrett@westsussex.gov.uk)>  
**Sent:** 22 June 2020 11:17  
**To:** Monique Smart <[monique.smart@westsussex.gov.uk](mailto:monique.smart@westsussex.gov.uk)>; Bob Lanzer <[bob.lanzer@westsussex.gov.uk](mailto:bob.lanzer@westsussex.gov.uk)>; Duncan Crow <[duncan.crow@westsussex.gov.uk](mailto:duncan.crow@westsussex.gov.uk)>; Brenda Burgess <[Brenda.Burgess@westsussex.gov.uk](mailto:Brenda.Burgess@westsussex.gov.uk)>; Brenda Smith <[Brenda.Smith@westsussex.gov.uk](mailto:Brenda.Smith@westsussex.gov.uk)>; Karen Sudan <[Karen.Sudan@westsussex.gov.uk](mailto:Karen.Sudan@westsussex.gov.uk)>; Chris Oxlade <[chris.oxlade@westsussex.gov.uk](mailto:chris.oxlade@westsussex.gov.uk)>; Michael Jones <[michael.jones@westsussex.gov.uk](mailto:michael.jones@westsussex.gov.uk)>; Brian Quinn <[brian.quinn@westsussex.gov.uk](mailto:brian.quinn@westsussex.gov.uk)>  
**Cc:** Gulu Sibanda <[gulu.sibanda@westsussex.gov.uk](mailto:gulu.sibanda@westsussex.gov.uk)>; Kathryn A Brooks <[KathrynA.Brooks@westsussex.gov.uk](mailto:KathrynA.Brooks@westsussex.gov.uk)>; Jack Bacon <[Jack.Bacon@westsussex.gov.uk](mailto:Jack.Bacon@westsussex.gov.uk)>  
**Subject:** RE: Crawley CIF  
**Importance:** High

Monique,

Thanks for getting back to us with this additional information.

I am happy to approve the Urgent Action Decision for approval as soon as it is ready.

Best regards,  
Richard.

**From:** Richard Burrett <[richard.burrett@westsussex.gov.uk](mailto:richard.burrett@westsussex.gov.uk)>  
**Sent:** 19 June 2020 10:31  
**To:** Monique Smart <[monique.smart@westsussex.gov.uk](mailto:monique.smart@westsussex.gov.uk)>; Bob Lanzer <[bob.lanzer@westsussex.gov.uk](mailto:bob.lanzer@westsussex.gov.uk)>; Duncan Crow <[duncan.crow@westsussex.gov.uk](mailto:duncan.crow@westsussex.gov.uk)>; Brenda Burgess <[Brenda.Burgess@westsussex.gov.uk](mailto:Brenda.Burgess@westsussex.gov.uk)>; Brenda Smith <[Brenda.Smith@westsussex.gov.uk](mailto:Brenda.Smith@westsussex.gov.uk)>; Karen Sudan <[Karen.Sudan@westsussex.gov.uk](mailto:Karen.Sudan@westsussex.gov.uk)>; Chris Oxlade <[chris.oxlade@westsussex.gov.uk](mailto:chris.oxlade@westsussex.gov.uk)>; Michael Jones <[michael.jones@westsussex.gov.uk](mailto:michael.jones@westsussex.gov.uk)>; Brian Quinn <[brian.quinn@westsussex.gov.uk](mailto:brian.quinn@westsussex.gov.uk)>  
**Cc:** Gulu Sibanda <[gulu.sibanda@westsussex.gov.uk](mailto:gulu.sibanda@westsussex.gov.uk)>; Kathryn A Brooks <[KathrynA.Brooks@westsussex.gov.uk](mailto:KathrynA.Brooks@westsussex.gov.uk)>; Jack Bacon <[Jack.Bacon@westsussex.gov.uk](mailto:Jack.Bacon@westsussex.gov.uk)>  
**Subject:** RE: Crawley CIF  
**Importance:** High

Monique,

Thanks for your message, and for finding out this additional information, which is very helpful. As promised at the meeting, I spoke to Brenda Smith on the phone last night, and went through each of the applications in turn with her, explaining what we had agreed on Monday, and she confirmed that she was happy to support our decision on each for the purposes of the Urgent Action Decision.

Best regards,  
Richard.