

**Kingswinford North and Wall Health, Kingswinford South and Wordsley  
Community Forum – 11<sup>th</sup> March 2019**

**Report of the Chief Officer Health and Wellbeing**

**Community Forum Funding**

**Purpose of Report**

1. To consider the allocation of expenditure from the community forum funding budget for the 2018/19 municipal year.

**Recommendation**

2. That the forum considers the applications referred to in the report and makes appropriate recommendations to the Chief Officer Health and Wellbeing.

**Background**

3. The ten community forums are responsible for allocating expenditure from the delegated community forum funding budget. The Cabinet, in March 2018, approved a new set of criteria to replace the previous guidelines against which allocations from the delegated budget should be considered, and which are attached.
4. The Cabinet also agreed to the allocation of Community Infrastructure Levy (CIL) neighbourhood funding through community forums. The process for the allocation of this funding is under review and so this has not been included in this report.
5. A copy of the applications referred to in this report have been e-mailed to Members prior to the meeting.

## **Applications for Consideration at this Meeting**

### **Kingswinford Royal British Legion Club**

6. An application has been received from Kingswinford Royal British Legion Club. The club is based at Summerhill and is also the headquarters for the Royal British Legion branch. The premises are used by a number of local charitable organisations and sports clubs.
7. The group is requesting £5,000 towards the total cost of £24,000 to re-surface the car park.
8. The group has not been awarded any community forum funding in the last three years.

### **Wordsley Festival Group**

9. An application has been received from the Wordsley Festival Group.
10. The group is requesting £2,500 towards entertainment, toilet facilities, staging and sound equipment, security and first aid for the 2019 festival.
11. The group has received in the last three years, £2,000 in June 2018, £2,000 in April 2017 and £3,000 in June 2016 towards the costs of the annual festival.

## **Finance**

12. Each community forum receives an annual allocation of £10,000 per ward.
13. The balances currently available to spend are set out below.

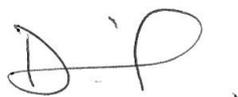
£	Balance Bfwd from 17/18	Annual Funding 18/19	Actual Spend 18/19	Committed	Balance to award
Kingswinford North and Wall Heath	6,782.65	10,000.00	7,661.33	4,235.38	4,885.94
Kingswinford South	16,056.99	10,000.00	12,662.34	3,021.81	10,372.84
Wordsley	7,148.71	10,000.00	5,086.33	4,236.34	7,826.04
<b>Total</b>	<b>29,988.35</b>	<b>30,000.00</b>	<b>25,410.00</b>	<b>11,493.54</b>	<b>23,084.81</b>

## **Law**

14. The Localism Act 2011 gives the Council a power of general competence to act in the interests of the Community. Section 111 of the Local Government Act 1972 enables the Council to do anything that is calculated to facilitate, or is conducive to or incidental to, the discharge of its statutory functions.

## **Equality Impact**

15. The awarding of a grant to voluntary and community organisations is intended to secure general social benefits and improved well-being for members of the local community.



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**Chief Officer Health and Wellbeing**

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## **List of Background Papers**

- The application forms on which this report is based have been emailed to Members prior to the meeting, but contain exempt information under the terms of part I of Schedule 12A to the Local Government Act 1972.
- Criteria for considering funding applications attached.

## **Funding criteria for applicants – Community Forum and Community Infrastructure Levy neighbourhood funding**

1. Voluntary or community organisations based in Dudley borough, or which benefit people in the borough, can apply for up to a maximum of £5,000 per year. The same project will not normally be funded more than once in every three years (see note 1).
2. Applications should be for local projects i.e. in a particular ward/small number of wards and not borough wide. Applications should be from a parent organisation rather than, for example, an individual team within a sports club.
3. Applications should demonstrate how they will contribute to Dudley Council's aim to support local people and organisations to work together to improve the local community or area and encourage local people to be active citizens.
4. Applications may be for capital and/or revenue expenditure (see note 2), but revenue costs must be one-off or strictly time-limited; ongoing revenue costs will be the applicant's responsibility and will not be funded by the council.
5. Applicants are encouraged to demonstrate match funding or efforts to obtain funding elsewhere/share resources with other organisations.
6. Applications are to be submitted at least 21 days before a forum meeting in order to be considered at that meeting. Later applications will be held over to the next available meeting. Genuinely urgent applications may be considered between meetings at the discretion of community forum members.
7. Once an application is received, where appropriate a council community development worker will arrange to meet the applicants to provide advice and support with the application before it proceeds.
8. Applications will only be considered if the application form is completed fully and the requested documents submitted (see note 3).
9. If appropriate, applications may be recommended for, or redirected to, funding from other sources.
10. Applicants will need to attend the forum meeting at which their application is considered to share what they plan to do and answer any questions.
11. A recommendation on the application will be made by the forum's elected members to the council's Chief Officer Health and Wellbeing, or for Community Infrastructure Levy neighbourhood funding, to the Chief Officer Regeneration and Enterprise.
12. A funding approval may be given with particular conditions attached e.g. equipment purchased to be shared with other organisations.

Notes:

Note 1. Individual community forums reserve the right to make exceptions depending on the circumstances of the application.

Note 2: Capital – one-off expenditure on buying equipment, vehicles, land or buildings, or carrying out improvements or new build. Revenue – expenditure on running costs of projects or activities, including staff costs and purchase of consumable items or services.

Note 3: an alternative way to apply will be available to people who may have difficulty in completing the application form because of a disability

## **Terms and conditions of funding**

Payment will usually be made once work or an activity has been carried out and/or goods/equipment purchased and related paid invoices or receipts provided to the council.

### **If approved, funding will be provided on the basis that:**

1. The funding is spent within nine months of approval by the community forum i.e. paid invoices/receipts are submitted to the council within this timescale. If (in exceptional circumstances) funding has been provided in advance, paid invoices/receipts must be provided to the council within three months or the money will need to be repaid to the council.
2. A representative of the organisation attends a meeting of the community forum within twelve months of the application being approved to share feedback about the difference the funding has made.
3. The organisation uses the funding only for the purpose stated, agrees to provide any extra information that the Council may require and allows Council officers to inspect goods/equipment purchased, if required.
4. Any goods/equipment funded are sufficiently insured.
5. The Council's internal and external auditors have the right to inspect documentation relating to the funding application.
6. If funding has been awarded based on misleading or inaccurate information, or the organisation receives funding for the same items from another source, the organisation will repay part or all of the allocation as required by the Council.

## **Elected members, when considering community forum applications:**

1. should apply the funding criteria for applicants in considering applications; the council's Standing Orders and Financial Regulations, and the council's legal powers must be complied with in dealing with applications;
2. should declare any interests that they have in any of the applications to be considered;
3. will make recommendations on applications for community forum funding to the Chief Officer Health and Wellbeing who has delegated authority for community forum funding and to the Chief Officer Regeneration and Enterprise for Community Infrastructure Levy neighbourhood funding;
4. are free to decide whether to pool their resources across wards or to use each ward allocation only for applications relating to that ward;
5. may wish to identify with the local community some priorities for their areas on an annual or other basis and invite grant applications which relate to these;
6. should allow applicants, who will be asked to attend forum meetings, to present their applications, and successful applicants, who will be attending a future meeting, to provide feedback. This will help in establishing accountability and a clear audit trail for expenditure, as well as sharing learning and inspiration with other community groups; and
7. have discretion in dealing with applications at meetings in the absence of the applicants.