



## PORTFOLIO HOLDER DECISION NOTICE

### INDIVIDUAL DECISION BY THE PORTFOLIO HOLDER FOR COMMUNITIES, CULTURE AND SPORT

#### TOPIC – SMALL GRANTS: SECOND ROUND 2012/13

#### PROCEDURAL INFORMATION

The Access to Information Procedure Rules – Part 4, Section 22 of the Council's Constitution provides for a decision to be made by an individual member of Cabinet.

In accordance with the Procedure Rules, the Corporate Director (Governance), the Chief Executive and the Head of Finance are consulted together with Chairman and Vice Chairman of The Overview and Scrutiny Committee and any other relevant overview and scrutiny committee. In addition, all Members are notified.

If five or more Members from those informed so request, the Leader may require the matter to be referred to Cabinet for determination.

#### Contact Officers:

**Case Officer:** Melissa Fletcher, Funding & Support Officer,  
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**Committee Administrator:** Nancy Graham, [ngraham@winchester.gov.uk](mailto:ngraham@winchester.gov.uk), tel 01962 848 235

#### SUMMARY

- The [Small Grants](#) programme provides funding of up to £500 for charitable, voluntary and not-for-profit organisations in the District;
- The programme is intended to support the purchase of small items of equipment, venue hire, printing or other one-off costs associated with a project or activity;
- A total of £15,000 was allocated for Small Grants in 2012/13 within the overall Council budget, slightly increased on the previous year in order to support requests from groups planning celebrations for the Diamond Jubilee or the Olympic and Paralympic Games;
- A total of 24 applications has been received, nine applications are considered to fall outside the purpose and criteria of the programme as demonstrated elsewhere in this Notice.

- This is the final round for 2012/2013, intended to support activities taking place between November 2012 and March 2013.
- The Council has traditionally sought to provide support for as many of the eligible applications under this programme as possible. Because the total requested exceeds the amount available, it is not possible to award the full amount of grant requested to all applicants.

### **DECISION**

1. That the recommended awards to be made to local voluntary organisations from the second round of the Small Grants Programme for 2012/13 be approved, as set out in Appendix 1;
2. That the Assistant Director (Economic Prosperity) be authorised, in consultation with the Portfolio Holder, *not* to make the recommended award should officers subsequently determine that there are reasonable grounds not to do so (for example, the expenditure having been made before the grant was offered), and to reallocate any such monies to the emergency grants reserve.

### **REASON FOR THE DECISION AND OTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

- The recommendations set out at Appendix 1 are made in accordance with the criteria for the Small Grants Programme.
- Organisations are asked to demonstrate where possible that their project or activity is linked to the delivery of one or more of the Winchester District Community Strategy priorities. These are:
  - Promoting the wellbeing of older people;
  - Improving access to services;
  - reducing the District's carbon footprint;
  - improving the quality of life in the neighbourhoods of Stanmore and Winnall/Highcliffe.
- The total requested in grants for this second round came to over £10,300, twice the sum available. The amount available is £5,030, so officers applied the following principles in determining the recommended awards set out in Appendix 1:

a) *Previous applications*

In order to spread the Small Grants scheme as widely as possible, any organisation which received a Small Grant in 2011/12 are not be entitled to a further Small Grant in this round;

and

*b) Community Strategy priority weightings*

	<b>Relevance to Community Strategy priorities</b>	<b>Total of eligible request to be awarded</b>
i	clearly supports two or more of the above priorities	100%
ii	clearly supports at least one of the above priorities	90%
iii	does not support a priority, but supports wider outcome of Active Communities	80%
iv	£250 or less requested	100%

- Although working within the parameters above, the Portfolio Holder has also considered some qualitative aspects of the bids. These include:
  - value for money (eg consideration of the estimated number of beneficiaries);
  - the level of credibility of the bid in terms of the way it is structured, evidenced and costed;
  - the distinctiveness and creativity of the project proposed.
- In no instances is it considered that the awarding of a smaller total than requested will prevent the project or activity from taking place, as they are generally 'scale-able' or the difference can be made up through existing fund raising plans or reserve balances.
- Nine applications are recommended for refusal as follows:
  - a) three are for a building work/refurbishment projects which are outside the scope of the Small Grants Programme, and will be redirected to the Active Communities Project Fund for 2013/14 (if available) or other relevant external funding programmes;
  - b) one is for the enhancement of activity which is already core funded;

- c) one is for an activity similar to one funded through an Active Community Project grant in 2011/2012;
- d) four received a Small Grant in 2011/2012.

The Portfolio Holder considers the proposed awards in Appendix 1 to be fair ones, based on the principles above.

**RESOURCE IMPLICATIONS:**

A total of £15,000 was allocated to the Small Grants Programme as part of the 2012/13 budget ([WTF164 January 2012](#) refers). This year's Programme identified two rounds for applications. In May £9,970 was awarded for the first round, leaving £5,030 to be allocated in this second round.

Of this sum, the recommended awards set out in Appendix 1 total £5,150. The recommended total represents an overspend of £120, which will be funded by a virement from the Active Communities commissioning budget for 2012/13.

**CONSULTATION UNDERTAKEN ON THE DECISION**

The Portfolio Holder for Communities, Culture and Sport has reviewed the Small Grant applications and further input has been invited from relevant officers from within the Council, and from the Corporate Management Team through the drafting of this Decision Notice.

These grants are for a maximum of £500, and officers are increasingly seeking to make the process as time-efficient and streamlined as possible to the benefit of both the voluntary organisations applying and the Council. Consultation is deliberately restricted, with the objective of making rapid decisions based on published criteria and adopted priorities.

**FURTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED FOLLOWING PUBLICATION OF THE DRAFT PORTFOLIO HOLDER DECISION NOTICE**

n/a

**DECLARATION OF INTERESTS BY THE DECISION MAKER OR A MEMBER OR OFFICER CONSULTED**

n/a

**DISPENSATION GRANTED BY THE STANDARDS COMMITTEE**

n/a

**Approved by: (signature)**

**Date of Decision: 07.11.12**

**Councillor Patricia Stallard – Portfolio Holder for Communities, Culture and Sport**

**Appendices: Appendix 1 - Recommended Awards under the Small Grants Programme, Second Round, 2012/13**

**APPENDIX 1: Recommended Awards under the Small Grants Programme, Second Round, 2012/2013**

Name of organisation	Location	Summary	Grant requested	Grant recommended	Community Strategy Priority/ies	Rationale for recommendation
Theatre Royal Winchester (Rural Youth Theatre)	Winchester	Purchase 2 x iPads - to improve the service offered, to reach more young people, reduce carbon footprint by managing the class paperwork locally on the ipad instead of printing it off, remotely access information stored on the ipad and to delete confidential information. Focus on Winnall/Stanmore areas.	£500	£500	Reducing carbon Foot Print, Access to services, Priority area	3 priorities - full funding
1st Twyford Guides	Twyford	Replace camping equipment, they have requested a fire shelter and a store tent	£220	£220	Active Comms	Full funding for £250 or less
Winchester & District Hard of Hearing Club	Winchester	Provide 6 months' meeting space (hall hire of St Lawrence Parish Room) for the members and their friends	£250	£250	Active Comms	Full funding for £250 or less
Chrysalis	Warsash	Gender Dysphoria awareness event in the Winchester district. Aiming to raise awareness of the service Chrysalis offers and to raise awareness of issues relating to gender reassignment, engaging with authority stakeholders, local voluntary sector and local health service providers	£500	£200	Active Comms	£300 staff expenses/overheads deducted as ineligible for this grant - Full funding for £250 or less
Sense4Self	Eastleigh	Providing 25 multi-sensory, creative, movement and singing sessions to older and disabled people in Winchester, Meon Valley, Alresford, Kings Worthy	£500	£500	Older People, Access to Services	2 priorities - full funding
Old Park Farm Residents' Association	Waterlooville	Start up costs and 50% of first 6 months operation costs of the assoc to support the establishment of the first community within the West of Waterlooville Development Area, which includes Denmead, Southwick & Widley. To pursue the dual aims of improving services and the establishment of a healthy	£500	£400	Active Comms	Active communities, no priorities - 80% funding
1st Hursley Scout Group	Hursley	Due to the unpredictable nature of the weather this new group would like to purchase an outdoor event shelter	£260	£260	Active Comms	Full funding for £250 or less
Winchester Music Club	Winchester	Facilitating a concert to raise awareness of the twin town Giessen in St Cross for the Giessen choir performers, including running an annual singing workshop	£500	£400	Active Comms	Active communities, no priorities 80% funding
Winchester University	Winchester	Funding for a Critical Race Theory forum in November for discussing and thinking critically about Race and Racism in a UK context, helping to promote and set a standard for UK research.	£495	£400	Active Comms	Active communities, no priorities 80% funding
Citizens Advice Bureau	Winchester	Dongle, and RAS key to allow CAB to access client data through CAB intranet for clients at Outreach services in Wickham and Denmead	£340	£300	Access to services	1 priority 90% funding
Winnall Community Association	Winnall	1 day session involving a variety of organizations that work with young people, at which the young people are able to take part in a range of activities such as art/sports, including following up consultation to the community plan involving the young peo	£413	£370	Priority area	1 priority 90% funding
Winchester Churches Housing group	Winchester	Set up an office based computer dedicated for use by residents to enable access to websites/organisations to support achieving their aims. Requested IT equipment: Computer, keyboard, office & internet access	£500	£450	Access to services	1 priority 90% funding
Winchester & District over 55s Forum	Winchester	Run a Question time event for the elderly. This event will promote the wellbeing of older people by enabling them to raise their concerns about issues that affect them ie. transport, health	£500	£450	Older People	1 priority 90% funding

**APPENDIX 1: Recommended Awards under the Small Grants Programme, Second Round, 2012/2013**

Name of organisation	Location	Summary	Grant requested	Grant recommended	Community Strategy Priority/ies	Rationale for recommendation
Micheldever Station Community & Recreation Centre	Micheldever Station	Provide 'an event' that would encourage older people who have been bereaved in recent years to join in a local social event, provide a suitable environment for independently-minded senior residents to meet new acquaintances, Use this as an opportunity	£415	£370	Older People	1 priority 90% funding
Centre for Global Awareness	Wickham	Development Education Centre based in Hampshire (located in Wickham). Requested funding for a printer and cartridges	£385	£80	Active Comms	20% funding allocated - this is the indicated % of work the org does with Winch & District based clients although based in Wickham
Nepalese Community Winchester	Winchester	Requested travel, entertainment & refreshments for the elderly Nepalese in order sustain their mental and physical wellbeing	£500	£0		Previously funded through an Active Community Project grant 2011/2012 for similar activities
Relate Winchester & District	Winchester	Bursary funding for 10 x £50 sessions of Family Counselling for financially disadvantaged families	£500	£0		Core funded activity
Cherry Tree Preschool	Cheriton	Relocating the preschool from its current premises at the village hall to the old scout hut at the recreation ground. This needs refurbishment to meet the standard required for childcare within a setting. Grant for refurbishment requested.	£500	£0		Outside scope of this programme recommend application for Project Grant in 2013/2014
Gratton Trust	Sutton Scotney	Replace worn equipment in the children's play area and to offset the cost of clearing a woodland walk adjacent to the play area in Sutton Scotney nr to the Gratton Drs Surgery	£500	£0		Outside scope of this programme recommend application for Project Grant in 2013/2014
Winchester Local Quaker Meeting	Winchester	Renovation of the meeting house	£500	£0		Outside scope of this programme recommend application for Project Grant in 2013/2014
Waltham Chase Preschool	Waltham Chase	Raise the understanding of the natural environment by providing children with an opportunity to explore their environment using modern ICT technology ie. electronic bird box etc	£388	£0		Small grant previously funded 2011/2012
Brendoncare	Weeke/ Badger Farm	Christmas trip the theatre for residents from Badgers Farm/Weeke area for approx 40 members.	£500	£0		Small grant previously funded 2011/2012
Winnall Rock School	Winnall	Provide the students of the WRS an opportunity to perform and showcase their achievements and development in a Christmas show - Dec 2012 plus two preceding writing and rehearsal sessions led by the music leader	£500	£0		Small grant previously funded 2011/2012
Bishops Waltham Thursday Lunch Club	Bishops Waltham	To provide christmas lunch for the members of the Bishops Waltham Thursday lunch club	£200	£0		Small grant previously funded 2011/2012
			<b>£6,278</b>	<b>£5,150</b>		