

Meeting: SALISBURY AREA BOARD
Place: South Wilts Grammar School for Girls, Stratford Road, Salisbury SP1 3JJ
Date: Thursday 30 September 2010
Time: 7.00 pm

ADDITIONAL REPORT

Relating to item 16a on the agenda for the above meeting

Please see attached an additional application for Community Area Grant, and accompanying report, for consideration at the meeting on 30 September 2010.

The application and report were not finalised in time to be published with the agenda on Wednesday 22 September. However, the Chairman, Councillor Mary Douglas, has determined that the application may be considered as Urgent Late Business at the meeting on 30 September, as any further delay could compromise the project.

As such, the application will be considered along with other applications for Community Area Grant, at item 16 of the agenda.

Paper copies of the report and form will be posted to Area Board members, and paper copies will also be available at the meeting.

James Hazlewood
Senior Democratic Services Officer
Wiltshire Council
james.hazlewood@wiltshire.gov.uk
01722 434250

ITEM 16a

Report to	Salisbury Area Board
Date of Meeting	30 September, 2010
Title of Report	Community Area Grants

Purpose of Report

To ask Councillors to consider 1 application seeking 20010/11 Community Area Grant Funding

1. Salisbury City Community Area Partnership (SCCAP) are seeking £4,950 to enable consultation to be undertaken with the residents of Salisbury with the aim of producing a Community Plan for Salisbury. The Officer recommends that SCCAP is awarded the full amount of £4,950 to continue this work.

1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services (27 February 2010). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance for funding.
- 1.2. In accordance with the Scheme of Delegation, any recommendation of an Area Board that is contrary to the funding criteria would need the approval of the Leader, the appropriate Cabinet Member or the Cabinet.
- 1.3. In accordance with the Area Board Grants Guidance officers are required to provide recommendations in their report, however, the decision to support applications and to what level is made by Wiltshire Councillors on this Area Board.
- 1.4. Funding applications will be considered at every Area Board meeting.
- 1.5. Salisbury Area Board has been allocated a 2010/2011 budget of £78,247 for community grants, community partnership core funding and councillor led initiatives. The carry forward from the 2009/2010 budget is £0.00. This leaves a total budget of £78,247 for the 2010/2011 budget.
- 1.6. The 2010/2011 funding criteria and application forms are available on the council's website (www.wiltshire.gov.uk/areaboards) or paper versions are available from the Community Area Manager.

Background documents used in the preparation of this Report	<ul style="list-style-type: none">• Community Area Grant Application Pack 20010/11• Salisbury City Community Area Plan 2004 – 2009
--	---

2. Main Considerations

- 2.1. Councillors will need to be satisfied that grants awarded in the 2010/11 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. There will be 6 rounds of funding during 20010/11. The third is contained in this report the remaining will take place on;
 - 25 November, 2010
 - 20 January, 2011
 - 17 March, 2011

3. Environmental & Community Implications

Community Area Grants will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Salisbury Area Board.
- 4.2. If all of the Community Area Grants submitted to the 30 September, 2010 meeting are awarded in line with officer recommendations, to include this additional application from the Salisbury Community Area Partnership, the Salisbury Area Board will have a balance of £45,512.00.

5. Legal Implications

- 5.1. There are no specific Legal implications related to this report.

6. HR Implications

- 6.1. There are no specific HR implications related to this report.

7. Equality and Inclusion Implications

- 7.1. Community Area Grants give all local community and voluntary groups, Town and Parish Councils an equal opportunity to receive funding towards community based projects and schemes.
- 7.2. Implications relating to individual grant applications are outlined within section 8 – “Officer Recommendations”.

8. Officer recommendations

Ref	Applicant	Project proposal	Funding requested
8.1. Grant Register ref no SAL031/10	Salisbury City Community Area Partnership (SSCAP)	To produce a questionnaire to enable a new Community Plan for Salisbury to be produced	£4,950.00

8.1.1. It is recommended that SCCAP is awarded a grant of £4,950 to enable it to undertake consultation with the residents of Salisbury toward the outcome of producing a Community Plan.

8.1.2. This application meets the grant criteria 2010/11

- 8.1.3. The last Community Plan expired in 2009. This project will ensure Salisbury has a current, relevant Community Plan, informed by and for Salisbury’s residents.
- 8.1.4. As part of its aim to ensure good local governance and engage more effectively with local people, Wiltshire Council has set up Community Area Partnerships, independent bodies open to anyone with an interest in influencing local service provision. SCCAP is a partnership of organisations, groups and individuals who meet to discuss, debate issues of relevance to the Salisbury Community Area and work with the Area Board to address these. Its Terms of Reference state that the aim of SCCAP is to promote the economic, cultural, social, health and environmental wellbeing of Salisbury. SCCAP receives core funding from Wiltshire Council to run its operations but must apply to the Area Board for additional funds for discrete projects.
- 8.1.5. SCCAP is currently tasked to produce a Community Plan for Salisbury and has developed a programme of planned activity. It has already drawn up a draft questionnaire using initial consultation questions and other information produced over recent years about what people want for Salisbury. The questionnaire is intended to be delivered to every household in the Salisbury Community Area.
- 8.1.6. The project has benefitted from close partnership working including ‘Contributions in kind’ support from a small but dedicated team of members of the Partnership, professionals and volunteers who are involved in the planning, design, research and implementation of this initiative. A breakdown of in kind support, time spent specifically on the Community Plan has been proffered by the Chair of SCCAP; this meets grant funding criteria which states that ‘in kind’ support either as volunteer time or materials may be costed into project calculations based on a maximum of £50 per day for general volunteers and £100 per day where professional/technical advice is provided.
- 8.1.7. As well as the significant funding contributed by Wiltshire Council toward this initiative, support and mentoring in all aspects leading up to delivery of the Community Plan is provided to SCCAP by the Council’s Community Partnership Officer.
- 8.1.8. The production of the Community Plan will help to promote equality and access to services/facilities by everyone.
- 8.1.9. If the full amount was not awarded, SCCAP would not be able to consult with the whole Salisbury community.

Appendices:	Appendix 1 Grant application – Salisbury City Community Area Partnership
--------------------	---

No unpublished documents have been relied upon in the preparation of this report.

Report Author	Marianna Dodd, Salisbury Community Area Manager Tel: 01722 434696 or 01794 341028 E-mail: Marianna.dodd@wiltshire.gov.uk
----------------------	--



Community Area Grant Application Form 2010/2011

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED
We strongly advise that you contact your Community Area Manager before completing your application.

1 - Your organisation or group			
Name of organisation	Salisbury City Community Area Partnership		
Contact name			
Contact address			
Contact number	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;"></td> <td style="width: 30%; text-align: center;">e-mail</td> </tr> </table>		e-mail
	e-mail		
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		
2 – Your project			
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Salisbury		
Does your town/parish council know about your project?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
What is your project? Important: This section is limited to 300 characters only (inclusive of spaces).	To produce a Community plan questionnaire to enable a brand new community plan for the whole of Salisbury to be produced for use by the Area Board, Our Salisbury and Salisbury City Council. It is important to consult with all the residents of Salisbury to obtain the views of the whole community.		
Where will your project take place?	City of Salisbury and part of Laverstock		
When will your project take place?	Sept 2010 to Jan 2011		
How many people will benefit from your project?	40,000 +		
How does your project demonstrate a direct link to the community plan for your area?	It will produce the community plan which will inform all future plans for the area.		
Please provide a reference/page no.			

What is the link between your project and other local priorities? e.g. Priorities set by your area board and parish plans.

We have been tasked by Wiltshire council to produce a community plan for the Salisbury Area. This plan will present a vision for the future of Salisbury. It will aim to co-ordinate the work of public, private, voluntary and community sectors to improve the lives of all local residents and visitors

How did you discover there was a need for your project and how will your project benefit your local community?

Important: Please do not type in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)

The last community plan expired in 2009 and Wiltshire Council have tasked Our Salisbury to produce a new one. The Community Plan will present a vision for the future of Salisbury and therefore it is imperative that all residents have the opportunity to have their say and to know that they have been part of shaping the future of the city. The plan will aim to co-ordinate the work of public, private, voluntary and community sectors to improve the social, economic and environmental wellbeing of Salisbury and all of its residents and visitors. It will be an overarching, strategic document that brings together a range of plans, objectives and strategies so that they can be delivered in a joined up way. It will benefit all 41,146 residents of Salisbury City as well as people working in the city, visitors and tourists. The Plan will be produced by the community, for the community and will be implemented by a variety of partners over the coming years.

Any other information about your project.

The questionnaire has been drawn up using the initial consultation questions and a variety of other information which has been produced over recent years. It will be delivered to every household to enable people to validate previous information gathered and so that they can take ownership of the various projects and outcomes which will be identified and taken forward. Lots of people have been involved from the public and voluntary sectors as well as individuals and we have worked closely with both Wiltshire Council officers and Salisbury City Council.

3 - Management

How many people are involved in the management of your group/organisation?

Of these, how many are:

Over 50 years	Male	<input type="text" value="6"/>	Female	<input type="text" value="6"/>
25 – 50 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="6"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?

The Salisbury City Community Area Partnership (Our Salisbury) will carry forward the objectives and action plans of the Community Plan, once it is complete, by applying for funding for specific projects from a variety of funders. The aim is that the community will work together to achieve these aims for themselves.

If you were not awarded the full amount requested, what would be the impact on your project?

We could not consult with the whole community to produce the community plan

How will you know whether your project has made a difference in the community?

The community plan will be a living working document which will influence community projects and statutory services across the area. All initiatives will be monitored in accordance with funders requirements.

Have you contacted Charities Information Bureau for help with your application/ to seek funding?

Yes No

To who have you applied for funding for this project (other than Wiltshire Council)?

No-one

Have you been successful?

Yes No

Have you or do you intend to apply for a grant from another area board within this financial year?

Yes No

If yes, please state which ones.

Are you in receipt or anticipating other funding from Wiltshire Council for this project?

Yes No

4 - Information relating to your last annual accounts (if applicable)

Year ending: 2010

Month: March

Year: 2010

A - Total income:

£17302.36

B - Minus total expenditure:

£11768.50

Surplus/deficit for year: (A minus B)

£7452.86

Free reserves held:

£3419.26

5 - Financial information

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Admin	£1,650	Own fundraising/reserves	C	£3,000
Research company & data input	£3,000	.Wessex Community Action in kind	C	£1,175
Printing of questionnaires	£5,500	Parish/town council		£
Delivery and return postage	£2,500	Salisbury City Council in kind	C	£2,225
Printing of final plan	£300	Trusts/foundations		£
	£			£
	£	In kind		£
	£	Salisbury festival in kind	C	£800
	£	Other		£
	£	Other volunteers in kind	C	£800
	£			£
	£			£
	£			£
Total Project Expenditure	£12,950	Total Project Income		£8,000
Total project income B		£8,000		
Total project expenditure A		£12,950		
Project shortfall A – B		£4,950		
Award sought from Wiltshire Council Area Board		£4,950		
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays		Co-operative		
Please give the title name of the organisations' bank account e.g. current		Current		

6 – Supporting information – Please enclose the following documentation

Enclosed (please tick)

- Written quotes including the one you are going to use
- Latest inspected/audited accounts or annual report
- Income and expenditure budget for current financial year
- Project budget (if applicable)
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.

7 - Equalities and Inclusion – Wiltshire Council is committed to ensuring that its work through the Area Boards benefits all sections of our community and promotes equality and inclusion. To assist us in assessing how your application aims to meet our commitment to equality and inclusion, please provide a brief answer to the following:

a) How does your project work to either (a) promote equality and access to services/facilities, and/or (b) reduce disadvantage?

Producing community plan

b) How does your project work to promote inclusion, participation and good community relations?

Producing community plan

c) Is your project targeted at a specific group? If yes, please tick any of the following which apply

- Under 25's Over 50's
- Mostly or all men/boys Mostly or all women/girls
- Specific minority ethnic groups (please state which groups)
- Specific faith groups (please state which groups)
- People/families on low income
- Other disadvantaged groups (please state which groups)

8 - Declaration (on behalf of organisation or group) – I confirm that...

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. Child Protection Public Liability Insurance
- Equal opportunities Access audit Environmental impact
- Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date: 24/09/2010

Position in organisation: Chairman

Please return your completed application to the appropriate Area Board Locality Team

