

Recommendations of the Grant Working Party: January 2021 - Community Chest 2021 to 2022

Report number:	CAB/WS/21/010	
Report to and date(s):	Cabinet	9 February 2021
Cabinet member:	Councillor Robert Everitt Portfolio Holder for Families and Communities Telephone: 01284 769000 Email: robert.everitt@westsuffolk.gov.uk	
Chair of the Grant Working Party:	Councillor Jim Thorndyke Telephone: 01359 250271 Email: jim.thorndyke@westsuffolk.gov.uk	
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Decisions Plan: **Due to previously allocated funding, some recommendations constitute a Key Decision; however, some recommendations are subject to the budget setting process, which is a decision of Council.**

The decision made as a result of this report will usually be published within 48 hours and cannot be actioned until five clear working days of the publication of the decision have elapsed. This item is included on the Decisions Plan.

Wards impacted: **All wards**

Recommendations: It is recommended that:

- 1. the allocation of Community Chest funding for 2021 to 2022, as previously approved in 2019 to 2020 as part of two-year funding agreements, be noted, (Report number: CAB/WS/20/007 refers) namely:**
 - a. Reach Community Projects, Haverhill** £10,000
(separate project to that listed in 2a. below)
 - b. Relate, West Suffolk** £5,000
(separate project to that listed in 2m. below)

- 2. the allocation of Community Chest funding for 2021 to 2022, be approved, namely:**
 - a. Reach Community Projects, Haverhill** £10,000
 - b. West Suffolk Citizens Advice, West Suffolk** £204,000
 - c. Friends of Priory School, Bury St Edmunds** £5,304
 - d. Haverhill Community Trust, Haverhill** £6,900
 - e. Student Life, West Suffolk** £5,000
 - f. Greener Growth CIC, West Suffolk** £2,660
 - g. Suffolk Accident And Rescue Service (SARS), West Suffolk** £10,000
 - h. Risby Village Hall, Risby** £1,340
 - i. St John's Church, Beck Row** £2,000
 - j. Alumah CIO, Brandon** £5,880
 - k. Bury Women's Aid, West Suffolk** £6,280
 - l. Fresh Start New Beginnings, West Suffolk** £10,000
 - m. Relate, West Suffolk** £5,000
 - n. Suffolk Cruse Bereavement, West Suffolk** £5,738
 - o. Suffolk Rape Crisis, West Suffolk** £5,625

p. Best Before Project, Bury St Edmunds	£8,740
q. Epic Dads CIC, West Suffolk	£14,500
r. Homestart in Suffolk, West Suffolk	£7,000
s. Homestart Mid and West Suffolk – Forest School, West Suffolk	£9,510
t. Sharing Parenting – Family Outreach, West Suffolk	£13,000
u. St Peter’s Church, Brandon	£9,623
v. Art Branches CIC, West Suffolk	£9,600
w. Headway, West Suffolk	£6,240
x. Millennium Farm Trust, West Suffolk	£6,480
y. St Nicholas Hospice Trust, West Suffolk	£13,158
z. Suffolk Mind, West Suffolk	£5,360
aa. The Shed, West Row	£1,139
bb. Bury Drop In, Bury St Edmunds	£11,996
cc. Gatehouse, Bury St Edmunds	£15,000
dd. Lightwave, Red Lodge and Beck Row	£6,000
ee. Our Special Friends, West Suffolk	£10,660
ff. The Voluntary Network, West Suffolk	£12,000
gg. West Suffolk Vineyard Church, Bury St Edmunds	£6,000

3. No Community Chest funding be awarded for two years for the reasons outlined in paragraph 3.3 of Report number: CAB/WS/21/010

4. No Community Chest funding for 2021 to 2022 be awarded to:

- a. Babylon Arts West Suffolk**
- b. Bury Cricket Club, Bury St Edmunds**
- c. Bury Scout Group, Bury St Edmunds**

- d. Haverhill Running Club, Haverhill**
 - e. Ipswich Town Football Club, Brandon**
 - f. Kinetic Science, West Suffolk**
 - g. M&L Arts, West Suffolk**
 - h. Mildenhall Girl Guides, Mildenhall**
 - i. Mildenhall Sea Scouts, Mildenhall**
 - j. Newmarket Swimming Club, Newmarket**
 - k. St Edmundsbury Sailing and Canoe Club, Lackford Lakes**
 - l. The Racing Centre, Newmarket**
 - m. The Suffolk Foundation, West Suffolk**
 - n. Theatre Royal, Bury St Edmunds (separate project to 5. below)**
 - o. Bardwell Allotments, Bardwell**
 - p. Brandon in Bloom, Brandon**
 - q. Bury Water Meadows Project, Bury St Edmunds**
 - r. Pakenham Water Mill, Pakenham**
 - s. Radio West Suffolk, Bury St Edmunds**
 - t. SOS Bus, Newmarket**
 - u. West Suffolk Hive, West Suffolk**
 - v. All Saints Church, Newmarket**
 - w. Honington and Sapiston Village Hall**
 - x. Jiggins Memorial Hall and Playing Field, Ixworth**
 - y. Ousden Village Hall, Ousden**
 - z. Stansfield Village Hall, Stansfield**
 - aa. Homestart Mid and West Suffolk – Home Talk, West Suffolk**
 - bb. Sharing Parenting – Mental Health Worker, West Suffolk**
 - cc. Resume Foundation, Newmarket**
- 5. The current level of £61,250 core funding grant for the Theatre Royal, Bury St Edmunds be continued for 2021 to 2022, as set out in section 4 of Report number: CAB/WS/21/010.**

1. Context to this report

- 1.1 Community Chest funding supports voluntary and community groups, who contribute towards improving the quality of life for residents across West Suffolk.
- 1.2 The Cabinet-appointed Grant Working Party met on three occasions in December 2020 and January 2021 where it thoroughly considered a number of applications submitted for Community Chest funding in the 2021 to 2022 financial year. In some cases, applicants applied for two years of funding (2021 to 2022 and 2022 to 2023).

2. Proposals within this report

- 2.1 Community Chest originally had £466,733 available for allocation for 2021 to 2022. £15,000 was allocated in 2020 to 2021 for two-year projects, leaving £451,733 available for this round.
- 2.2 Community Chest applications closed on the 30 October 2020 and we received 64 applications, totalling **£1,661,855.93**. The scheme is therefore significantly oversubscribed. Due to one application being withdrawn by the applicant and another being received after the deadline, 62 applications were subsequently considered.
- 2.3 There are a number of potential synergies between the applications and as such they have been grouped as follows:

Advice and Advocacy

- App. 1 Reach Community Projects
- App. 2 West Suffolk Citizens Advice

Arts, Sports and Young People

- App.3 Babylon Arts
- App.4 Bury Cricket Club
- App.5 Bury Scout Group
- App.6 Friends of Priory School
- App.7 Haverhill Community Trust
- App.8 Haverhill Running Club
- App.9 Ipswich Town Football Club
- App.10 Kinetic Science
- App.11 M&L Arts
- App.12 Mildenhall Girl Guides
- App.13 Mildenhall Sea Scouts
- App.14 Newmarket Swimming Pool
- App.15 St. Edmundsbury Sailing and Canoe Club
- App.16 Student Life

App.17 The Racing Centre
App.18 The Suffolk Foundation
App.19 Theatre Royal

Community Activities

App.20 Bardwell Allotments
App.21 Brandon in Bloom
App.22 Bury Water Meadows
App.23 Greener Growth CIC
App.24 Pakenham Watermill
App.25 Radio West Suffolk
App.26 SARS
App.27 SOS Bus
App.28 West Suffolk Hive

Community Buildings

App.29 All Saints Church, Newmarket
App.30 Honington and Sapiston Village Hall
App.31 Jiggins Memorial Hall and Playing Field
App.32 Ousden Village Hall
App.33 Risby Village Hall
App.34 St John's Church, Beck Row
App.35 Stansfield Village Hall

Counselling and Specialist Services

App.36 Alumah CIO
App.37 Bury Women's Aid
App.38 Fresh Start New Beginnings
App.39 Relate
App.40 Suffolk Cruse Bereavement
App.41 Suffolk Rape Crisis

Family Support

App.42 Best Before Project
App.43 Epic Dads
App.44 Homestart in Suffolk
App.45 Homestart Mid and West Suffolk – Forest School
App.46 Homestart Mid and West Suffolk – Home Talk
App.47 Sharing Parenting – Family Outreach
App.48 Sharing Parenting – Health Worker
App.49 St Peter's Church, Brandon

Health and Wellbeing

App.50 Art Branches CIC
App.51 Headway
App.52 Millennium Farm Trust
App.53 St Nicholas Hospice Trust

App.54 Suffolk Mind
App.55 The Shed

Support Groups and Support Services

App.56 Bury Drop In
App.57 Gatehouse
App.58 Lightwave
App.59 Our Special Friends
App.60 Resume Foundation
App.61 The Voluntary Network
App.62 West Suffolk Vineyard Church

- 2.5 Each application had been summarised within the appropriate category listed above as shown in Appendix 1 attached to this report, with the full applications attached as appendices to the Grant Working Party report. Each application was required to be evaluated in accordance with the eligibility and selection criteria provided to the Grant Working Party and was considered in turn.

3. Consideration of grants and recommendations: summary

3.1 One year funding

The Working Party considered the following applications fully met the eligibility and selection criteria. Members supported the allocation of the full amount for each project in 2021 to 2022, as applied for; however, where applications had been made for two years, these were limited to one year funding only (see 3.3 below).

Reach Community Projects, Haverhill	£10,000
Suffolk Accident and Rescue Service (SARS), West Suffolk	£10,000
Fresh Start New Beginnings, West Suffolk	£10,000
Relate, West Suffolk	£5,000
St Peter's Church, Brandon	£9,623
Millennium Farm Trust, West Suffolk	£6,480
Gatehouse, Bury St Edmunds	£15,000

- 3.2 The Working Party considered the following applications met the eligibility and selection criteria and supported an allocation of funding; however, it felt the amount it applied for could not be granted in full in 2021 to 2022. This was largely due to the limited funds available and maintaining a fair and equitable approach to all, basing their rationale on the quality of the application and the amount of funding applied for. Members also

considered that the proposed reduction would not impact on the organisation's ability to deliver the project, having also acknowledged that many could be signposted to alternative sources of funding to potentially bridge the shortfall should it be required.

The majority of the proposed allocations were derived from examining the breakdown of costs of the project contained in the application and proposing that funding be granted to cover that specific element. In addition, where applications had been made for two years, these were limited to one year funding only (see 3.3 below).

Friends of Priory School, Bury St Edmunds	£5,304
Haverhill Community Trust, Haverhill	£6,900
Student Life, West Suffolk	£5,000
Greener Growth CIC, West Suffolk	£2,660
Risby Village Hall, Risby	£1,340
St John's Church, Beck Row	£2,000
Alumah CIO, Brandon	£5,880
Bury Women's Aid, West Suffolk	£6,280
Suffolk Cruse Bereavement, West Suffolk	£5,738
Suffolk Rape Crisis, West Suffolk	£5,625
Best Before Project, Bury St Edmunds	£8,740
Epic Dads CIC, West Suffolk	£14,500
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Our Special Friends, West Suffolk	£10,660
The Voluntary Network, West Suffolk	£12,000
West Suffolk Vineyard Church, Bury St Edmunds	£6,000

Whilst generally falling within this category, a specific discussion was held on Citizens Advice West Suffolk, as detailed in paragraph 3.4 below.

3.3 **Two year funding agreements**

3.3.1 The pandemic has thrown up many uncertainties in both the short term and long term for the whole community. We have seen many organisations needing to change their approach, delivery style or indeed pause activities. For this reason, Grant Working Party made the decision not to grant any two year funding agreements in this round.

3.4 **Citizens Advice West Suffolk – across West Suffolk**

3.4.1 The Working Party acknowledged the value of Citizens Advice West Suffolk (CAWS) to the community, Council and other services in West Suffolk. Recognising the importance of the work they do to support residents in need and the delivery of their preventative services. Due to the level of expertise and our longstanding positive relationship the Working Party was keen for the Council to support CAWS as best it could within the limited parameters of the Community Chest scheme and budget.

3.4.2 In making its recommendation, the Working Party sought further clarification and information on a number of issues, to which the officers provided comprehensive responses.

3.4.3 Whilst minded to support the application with a significant level of grant, the Working Party felt that due to limited funds available and to be fair and equitable to other applicants, it needed to reduce the amount applied for, and to only award a grant for one year (see 3.3. above). Members therefore considered it appropriate to fund £204,000 of the requested £240,000 (15 percent less) for one year only, as this would not significantly adversely impact the CA's ability to operate, albeit recognising that it would need to be supported by alternative funding sources.

3.5 **Recommendations for no funding in 2021 to 2022**

3.5.1 The following applications were not supported on this occasion and have therefore not been recommended for funding from Community Chest:

- a. Babylon Arts West Suffolk
- b. Bury Cricket Club, Bury St Edmunds
- c. Bury Scout Group, Bury St Edmunds
- d. Haverhill Running Club, Haverhill
- e. Ipswich Town Football Club, Brandon
- f. Kinetic Science, West Suffolk
- g. M&L Arts, West Suffolk
- h. Mildenhall Girl Guides, Mildenhall
- i. Mildenhall Sea Scouts, Mildenhall
- j. Newmarket Swimming Club, Newmarket
- k. St Edmundsbury Sailing and Canoe Club, Lackford Lakes
- l. The Racing Centre, Newmarket
- m. The Suffolk Foundation, West Suffolk

- n. Theatre Royal, Bury St Edmunds (separate project to 3.6 below)
- o. Bardwell Allotments, Bardwell
- p. Brandon in Bloom, Brandon
- q. Bury Water Meadow Project, Bury St Edmunds
- r. Pakenham Water Mill, Pakenham
- s. Radio West Suffolk, Bury St Edmunds
- t. SOS Bus, Newmarket
- u. West Suffolk Hive, West Suffolk
- v. All Saints Church, Newmarket
- w. Honington and Sapiston Village Hall
- x. Jiggins Memorial Hall and Playing Field, Ixworth
- y. Ousden Village Hall, Ousden
- z. Stansfield Village Hall, Stansfield
- aa. Homestart Mid and West Suffolk – Home Talk, West Suffolk
- bb. Sharing Parenting – Mental Health Worker, West Suffolk
- cc. Resume Foundation, Newmarket

3.5.2 Reasons for this included:

- not meeting the eligibility and selection criteria;
- the quality of the application;
- lack of justification for the amount of funding requested and how it would be utilised;
- similar projects already existed in West Suffolk, therefore some projects could be consolidated with other existing organisations through effective collaborative working;
- whether the objectives of the project would benefit sufficient numbers of the community; and
- projects could be funded by alternative funding sources, signposting for which would be provided by officers where possible.

If the Working Party's recommendations are approved by the Cabinet, the officers will provide individual feedback to those applicants that have been unsuccessful and to those where funding has been reduced.

To further assist with organisational support, officers are engaged with external agencies to expand the profile of grant making platforms and have provided and hope to continue to provide training opportunities to assist West Suffolk organisations with subsidised training courses delivered by Community Action Suffolk.

4. Core Funding: Theatre Royal, Bury St Edmunds

4.1 While not an application for Community Chest and has therefore not been considered by the Grant Working Party, the Cabinet is asked to consider the following core funding grant for the Theatre Royal in Bury St Edmunds.

4.2 It is proposed that the grant to the Theatre Royal should continue at the current level of **£61,250** for 2021 to 2022.

4.3 West Suffolk Council have been liaising with Suffolk County Council (SCC) about their future plans for providing a grant to the Theatre Royal as the theatre develop their recovery plans as a result of Covid-19. There have also been discussions with SCC to ensure the monitoring framework for the grant supports the Council's recovery priorities.

4.4 The intention is that over the next year, West Suffolk Council will review the recovery of the theatre and consider how to implement a phased reduction to their grant over a three to five year period from 2022 onwards in line with the wider Council's budget. There are various ways this could be achieved but given the need to allow the theatre time to develop their recovery journey, all options will be considered.

5. Alternative options that have been considered

5.1 The Council could choose not to provide any grant funding; however, it is recognised that some support to the Voluntary, Community and Social Enterprise Sector (VCSE) is required. The Community Chest also enables the Council to commission services to support the delivery of its priorities.

6. Consultation and engagement undertaken

6.1 The Grant Working Party had prior sight of the applications via email and spent several hours considering each application in turn. The Portfolio Holder for Families and Communities has attended meetings and his views and comments have been sought throughout the process.

6.2 Officers provided the Grant Working Party with research of local and national funders and information of internal West Suffolk Council departmental grants to provide rationale for each application.

7. Risks associated with the proposals

7.1 Organisations are not aware of our approach to grants, which equates to a medium risk. Control – to implement a wide-ranging communication plan.

7.2 Requests for funding exceed the amount of money available, equates to a medium risk. Control – eligibility criteria and evaluation scoring matrix to be used to identify best fit and value for money.

8. Implications arising from the proposals

8.1 Financial - Funding for grants are contained within existing budgets.

- 8.2 Personal Data Processing - As a non-decision making body, the meetings of the Grant Working Party were not held in public. Personal contact details of applicants have been held by the Council for internal use only.
- 8.3 Equalities - The Council's approach to grants has been subject of an Equality Impact Assessment and no negative consequences have been identified.
- 8.4 External organisations – regular engagement has been held with relevant VCSE organisations during the Community Chest funding process.

9. Appendices referenced in this report

- 9.1 Appendix 1 – Summary of applications and amounts of funding requested.

10. Background documents associated with this report

- 10.1 Cabinet report on 14 January 2020: [CAB/WS/20/007](#)