

BRECKLAND DISTRICT COUNCIL

Report of Lynda Turner, Executive Member for Community & Environmental Services

To: Cabinet - 7th Jan 2014

(Author: Laura Apps-Green Pride & Grants Officer)

Subject: Grant Panel Report, October – December 2013

Purpose: This report summarises the funding recommendations that were made by the Grant Panel during October - December 2013 for information and makes recommendations to Cabinet on the allocation of Match Funding.

Recommendations: It is recommended that Cabinet:

Approve the match funding applications for:

- Enterprise Norfolk – (up to £15,000 / 30% of total costs)

For information: The following grants have been approved by a delegated decision from both the Match Funding reserve and Pride Funding from October to December 2013.

Match Funding:

- Bridgham Community Car Park - (up to £5,000 / % of total costs)
- Watton Christian Community - (up to £5,000 / % of total costs)

Pride Funding:

- Weasemham RAF Memorial - (£5,000 / 100% of total costs)
- Old Buckenham Church Window - (up to £5,000 / 16.6% of total costs)
- Icení Swaffham Free Festival - (up to £2,450 / 54% of total costs)
- Icení Swaffham 30:30 Challenge - (up to £500 / 100% of total costs)
- Weasenham Playing Field Committee - (up to £1,500 / 59% of total costs)
- Shipdham Parish Council Allotments - (up to £351 / 100% of total costs)
- Sing Your Heart Out - (up to £750 / 59% of total costs)

1. BACKGROUND

To ensure a joined up strategic approach, all grants under £5,000 can be awarded via either the Match Funding grant panel or the Breckland Pride Board (depending on which funding pot the applicant is applying for). Blue Forms will accompany all Match funding grants, regardless of the amount of the award. Pride grants under £5,000 gain approval from the Pride Board and will not require a Blue Form.

Match Funding:

There have been 3 grants awarded under the Breckland Match Funding reserve since October 2013. This Cabinet report presents and recommends for approval the following grant application from Enterprise Norfolk.

Enterprise Norfolk

Enterprise Norfolk provides advice and guidance to people wanting to start up a business. There are a number of barriers to starting up, and without help and support would be entrepreneurs can often find it too difficult to overcome these barriers on their own.

Year 1 of the programme, which has taken place in all five of Breckland's market towns between December 2012 and November 2013 has so far worked with over 138 individuals wanting to start a business, 31 of which have resulted in a business start. This equates to a conversion rate of 22% which is on par with the rest of the County and demonstrates the value of this kind of support.

Year 2 of the Enterprise Norfolk programme will see even more start up support delivered, (providing that Breckland match is secured). In addition to the core Enterprise Norfolk programme, which will be funded through the Norfolk County Council grant, the Breckland match funding will pay for additional support and activity in the form of master classes and start up grants. Master classes aim to provide high quality training to entrepreneurs in specific areas, for example the provision of tailored and free workshops in how to build and maintain an e-commerce website for their business. As this is provided for free it takes away what can be a large financial burden in setting up a website with a private agency at the start of a business. All of this support enables a person to develop their business soundly, again helping them to get off on the right footing, develop their skills and business and create quality jobs. Furthermore, this additional support ensures a more robust and resilient start to a new business as it better equips them to deal with the challenges that a new business can face in its most vulnerable stage.

Research by the Office of National Statistics demonstrates that the business start up rate in Breckland is the second lowest in the County when compared to other districts.

This is a professional application with clear evidence and support demonstrated via year 1 of the project.

The grant panel agreed to recommend to Cabinet that funding of **£15,000 (30%)** be approved, subject to other funding being secured.

Delegated Decisions Match Funding (Under £5,000):

Bridgham Community Car Park

Grant money requested is for purchasing special hard wearing plastic matting to create a suitable and safe community parking area in the village of Bridgeham.

Costs are being kept low by using local volunteers to actually lay and pin down the matting. The PCC are contributing considerably to the project with £3,500 of own funds.

The village gets very congested and dangerous when there are events on at the church with cars double parked on the roadside.

This will be a community facility as there are no parking facilities at the village hall in Bridgham either. The matting will protect the grass on the parking area and is a safe, environmentally friendly and visually pleasing solution. The PCC are committed to maintaining the area both in terms of cost and volunteers. There is a maintenance team that already keep the church yard and surrounding hedges.

The applicant has demonstrated clear outputs and outcomes as a result of the project taking place. They have already set up a new social group meeting twice a month in the church and have plans to use the facility more extensively once the appropriate facilities are in place. There is a good level of community support for the project.

Match funding of £5,000 towards the creation of a community car park in the village, this represents 37% of the total project cost of £13,582 has been awarded. The decision has been made by a delegated decision.

Watton Christian Community

Grant requested to insulate the loft in the Watton Christian Community Centre. There is currently no insulation in place and therefore the building is losing heat unnecessarily and the heating costs are high. The Christian Community group are contribution 50% of the cost of the work. The group have estimated a saving of approximately £300 per year by installing insulation.

It is not anticipated that the work will bring in new hirers as it is an already very well used community facility. The facility functions well, but there is an opportunity to reduce costs and contribute to the aim of reducing the carbon footprint by saving on energy costs.

Match funding of £347 was awarded, this represents 49.9% of the total project cost of £694.68. The decision has been made by a delegated decision.

Delegated Decisions Pride Funding (Under £5,000):

Weasemham RAF Memorial

A project to install a war memorial at the crash site of a World War II aircraft to commemorate and honour all those that lost their lives in the war.

Pride funding of £5,000 has been awarded. This represents 100% of the total project costs. The decision has been made by a delegated decision.

Old Buckenham Church Window

Project to restore the 1887 year old stained glass window by a famous Norfolk glazier. This project is involving the whole community by conducting tours and involving the local school children in visiting the church to see this special piece of history.

Pride funding of £5,000 was awarded, this represents 16.6% of the total project cost of £29,845. The decision has been made by a delegated decision.

Iceni Swaffham Free Festival

To support the Swaffham community 2 day music festival following a similar event held in 2012. With a small surplus from the previous event the group are confident that with a small injection of funding the event can now be spread over 2 days and will generate an income to become self sustaining.

Pride funding of £2,450 was awarded, this represents 54% of the total project cost of £4,496. The decision has been made by a delegated decision.

Iceni Swaffham 30:30 Challenge

To promote the 30:30 challenge as part of the Norfolk Food Festival/Brecks Food & Drinks festival. The 30:30 Challenge is a campaign to get as many people as possible to source their food within 30 miles of their home.

Pride funding of £500 was awarded, this represents 100% of the total project costs. The decision has been made by a delegated decision.

Weasenham Playing Field Committee

Project to install fence/gate access to the playing field to prevent any unauthorised access and make it a safer place for children to play.

Pride funding of £1,500 was awarded, this represents 59% of the total project costs. The decision has been made by a delegated decision.

Shipdham Parish Council Allotments

This is a project to install 3 standpipes to make watering plants easier on the Watton end allotment site in Shipdham.

Pride funding of £351 was awarded, this represents 100% of the total project costs.

The decision has been made by a delegated decision.

Sing Your Heart Out

This project aims to reach and draw in more members to weekly singing sessions held at Attleborough Bowls Club. The target group is current or ex-mental health service users, their support workers/carers and singers from the local community.

The grant will pay for a tri-fold leaflet to advertise the groups existence and run four outreach singing sessions in villages within reasonable reach of Attleborough to make the group better known, particularly to individual members of the community mental health team, local GP practices, other relevant voluntary groups and so on.

Pride Funding of £750 was awarded, this represents 59% of the total project costs. The decision has been made by a delegated decision.

2. OPTIONS

2.1

- To approve the match funding for Enterprise Norfolk
- To decline the match funding application

3. REASONS FOR RECOMMENDATION

3.1

Grant panel has recommended approval for Enterprise Norfolk based on the following reasons:

- Year 1 of the project is a proven success
- The project meets two of the council's objectives
- All other funding is in place
- The Breckland area would lose £35,000 of funding if the application is declined
- Breckland Council aims to support start up businesses in the district

4. EXPECTED BENEFITS

- Match Funding of £35,000 from Norfolk County Council

Assuming that the bid is successful, the programme will be delivered in two distinct parts; the 'standard' programme and the 'enhanced' programme:

Standard programme - £35,000

- Managed and monitored by Breckland Council's Economic Development Service.

- Delivered by NWES following satisfactory delivery of the programme in year 1.
- Identical targets to year 1 with the addition of a 'celebratory' event to launch year 2 of the programme.

Enhanced programme - £15,000

- Administered by Breckland Council's Economic Development Service.
- Available to individuals that have benefited from the 'standard' programme in year 1 or year 2.
- Small grants provided via an application process to provide enhanced support for:
 - Bespoke training courses,
 - Website creation,
 - Equipment (50% match funded),
 - Accreditation (50% match funded),
 - Specialist software.

5. IMPLICATIONS

- a. **Legal:** No legal implications identified
- b. **Risks:** No risks identified
- c. **Financial:** See attachment Proforma B's for all funding applications made and awarded.
- d. **Timescales:** The project requiring approval will be completed during 2014.
- e. **Equality and Diversity:** N/A
- f. **Stakeholders / Consultation:** N/A
- g. **Contracts:** N/A
- h. **Section 17, Crime & Disorder Act 1998:** N/A
- i. **WARDS/COMMUNITIES AFFECTED:** Enterprise Norfolk covers whole of Breckland, Watton, Weasenham All Saints, Weaseham St Peter, Old Buckenham, Swaffham, Shipdham & Attleborough.

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Key Decision – No

Appendices attached to this report:

- a. Proforma B – Enterprise Norfolk
- b. Proforma B – Watton Christian Community

Background papers: - Available upon request.