

## ABERDEEN CITY COUNCIL

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COMMITTEE	Finance, Policy and Resources
DATE	6 May 2014
DIRECTOR	Angela Scott
TITLE OF REPORT	Small Financial Assistance Grants 2014/15
REPORT NUMBER	CG/14/062
CHECKLIST RECEIVED	Yes

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### 1. PURPOSE OF REPORT

The purpose of this report is to update committee on the progress in reviewing the criteria for small financial assistance applications as requested at the committee of 20 February 2014 and to present applications for financial assistance which have recently been received allowing Elected Members to make a decision on providing funding from the financial assistance budget.

### 2. RECOMMENDATION(S)

It is recommended that the Committee:-

- i) agree to update the criteria for small financial assistance applications as described in paragraph 5.2; and
- ii) consider the application received and agree to award grant funding based on the following recommendations:-
  - Wallace 700 Association – a maximum of £2,500

### 3. FINANCIAL IMPLICATIONS

The awarding and approval of grants and financial assistance is a significant element of council business and as such millions of pounds are paid to external organisations each year. Appropriate and suitable means of approval following the principles of 'Following the Public Pound' require to be maintained in order to ensure Best Value.

There is a sum of £45,000 included in the 2014/15 Council's Revenue Budget for small financial assistance grants.

If the above recommendations were approved the amount committed would be £2,500, leaving £42,500 remaining.

There are no implications for approved PBB options arising from this report.

#### 4. OTHER IMPLICATIONS

The award of grants and financial assistance provide benefits to the City of Aberdeen and its citizens.

#### 5. BACKGROUND/MAIN ISSUES

- 5.1 At the meeting of 25 April 2013 the Committee approved a revised set of assessment criteria for the awarding of small financial assistance grants.

These were as follows:

Small Financial Assistance Grants – Assessment Criteria	
a)	An application will only be considered where there is no established Council funding budget alternative;
b)	An application can be submitted by an individual, group or organisation for a clear and specific purpose and must include relevant background information and financial circumstances;
c)	If funding is being provided to the applicant from another Council budget the application will not be considered;
d)	Funding, where awarded, will not be available in the subsequent year from this budget;
e)	Funding, where awarded, will not exceed £2,500;
f)	Applications from individuals seeking sponsorship, for taking part in fundraising events abroad or for placements with charitable organisations or trusts in developing countries, will be declined;
g)	Applications from individuals, groups or organisations seeking assistance towards costs of excursions outwith the City will not be supported;
h)	Applications from national organisations will not be supported unless there is some clear and measurable local benefit;
i)	Applications in relation to health related matters, which are seen as the clear responsibility of the health authorities, will not be supported;
j)	Costs associated with hiring the Beach Ballroom either in whole or in part, can be considered, for fund-raising events and gatherings;
k)	An award of financial assistance will only be considered where budget remains available.

- 5.2 At the meeting of 20 February 2014 the Committee requested that officers review the criteria for small financial assistance applications and report back to the Committee in this regard.

Following this review the following revised criteria is recommended:-

<b>Small Financial Assistance Grants – Assessment Criteria</b>	
a)	Applications must be for a clear and specific purpose and include relevant background and financial information.
b)	Applications must <u>not</u> be for a purpose already being funded from another Council budget.
c)	Applications which fall within the assessment criteria of another established Council funding budget will be referred to that process.
d)	Applications must <u>not</u> be for a purpose which secured funding from this budget in the previous 12 months.
e)	Applications will only be considered whilst budget remains available.
f)	The award of funding will be limited to a maximum of £2,500.

<b>Small Financial Assistance Grants – Conditions of Award</b>	
a)	Following the committee, the applicant will be informed in writing of the committee decision including the amount awarded, the means of payment and the purpose for which the award was made.
b)	In exceptional circumstances where an award of funding in excess of £2,500 is approved, it will be on the basis that the arrangements in relation to the Local Code of Guidance on Funding External Organisations and Following the Public Pound will require to be put in place.

### 5.3 Applications:-

#### 5.3.1 Wallace 700 Association – Further information at Appendix A

An application has been received from the Wallace 700 Association seeking assistance from the Common Good Fund to cover the costs of road closures, sound systems and seating for the annual Wallace Day Commemoration on 16<sup>th</sup> August 2014.

It is considered appropriate for this request to be considered under the small financial assistance grants assessment criteria rather than Common Good.

Funding for similar purposes has in the past been awarded from this budget therefore it is recommended that a maximum of £2,500 of funding be awarded.

### 6. IMPACT

The Council will, within financial constraints, seek to support individuals, groups and organisations within the City. All applicants will be given equal consideration within the criteria for the award of grants and donations from Council budgets.

This report is likely to be interest to the public as it demonstrates the use of public funds.

7. MANAGEMENT OF RISK

There is a risk that funding provided will not be used for the purpose for which it was awarded.

8. BACKGROUND PAPERS

None

9. REPORT AUTHOR DETAILS

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## APPENDIX A

The City Chamberlain  
Corporate Governance  
Aberdeen City Council  
The Town House  
Broad Street  
Aberdeen  
AB10 1AH



Dear City Chamberlain ,

***Annual Wallace Commemoration  
Schoolhill , Aberdeen .  
Saturday 16<sup>th</sup> August 2014  
Common Good Fund Assistance***

Our association , an Aberdeen based charity , has for the past fourteen years organised a Ceremony & Pageant in honour of William Wallace at Schoolhill on a date nearest to the historic anniversary of his death , 23<sup>rd</sup> August .

Seven years ago we were invited by the City Council to move our Ceremony to July to be part of the Tartan Day celebrations .

There were clear advantages for a small charity in sharing infrastructure and publicity costs , and for these past years we have enjoyed making our colourful , musical contribution towards the larger City event .

With the cancellation of Tartan Day it is very difficult , at short notice to crank up our fundraising efforts in order to meet the full infrastructure costs of road closures , sound systems and seating .

We therefore seek assistance from the Common Good Fund to cover these infrastructure costs , which based upon City Events Department figures for last year , would be **£3,900**.

The remaining cost , estimated at **£3,300** for publicity , printing , pipe band , re-enactment group , musicians & singers travelling costs etc , would be met by our Association .

For your further information I enclose a copy our annual accounts , return to the Charity Commissioners and back number of one of our newsletters .

Should further information be required , I shall be more than happy to comply .

Yours sincerely

John A. Mackay  
Secretary

Scottish Charity Number : SC034208

Cults  
Aberdeen  
AB15 9TF

email :

9<sup>th</sup> April 2014

Patron

The Marquess of Aberdeen & Temair

Trustees

Professor Gordon Cameron

Professor Tom Devine

Dr Margaret Farquhar CBE JP

Mukami McCrum

Billy Kay

Professor Bill Nicolaisen

The Very Reverend Dr A.E. Nimmo

Stewart Spence

Lawrence Slight - President Clan Wallace  
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Council

Rev. Dr Henry R. Sefton (Convener)

Eric White (Vice Convener)

John Mackay (Secretary)

David Irvine of Drum (Treasurer)

Gordon Casely

Beth Pratt

Betty White

George Coutra

Jim Allison

Albert Thomson

Isobel Fenwick

Major Mike Tait

Allison Mitchell

Yvonne Morton