

ABERDEEN CITY COUNCIL

COMMITTEE	Finance, Policy and Resources
DATE	7 June 2016
INTERIM DIRECTOR	Richard Ellis
TITLE OF REPORT	Small Financial Assistance Grants and Gala Funding 2016/17
REPORT NUMBER	CG/16/073
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

The purpose of this report is to present applications for financial assistance and/or community gala grants allowing Elected Members to make a decision on providing funding from the financial assistance/gala budget.

2. RECOMMENDATION(S)

It is recommended that the Committee:-

- i) Consider the applications received and agree to award funding based on the recommendations contained within the highlighted column in part A of the table below :-

A: Grant Requests For Consideration							
Requests received :							
From	For	Requested Amount £	Recommended Amount £	Financial Assistance £	Community Gala Grants £	Total £	More Detail
Financial Assistance							
Friends of Anchor	Courage on the Catwalk 2016	1,500	-	-	-	-	Appendix A
Community Gala Grants							
c/o Danestone Congregational Church	Danestone Gala	1,410	up to £2,500, to be decided by Members	-	1,410	1,410	Appendix B
Printfield Community Project	Printfield Family Gala Day	900	up to £2,500, to be decided by Members	-	900	900	Appendix C
St Margaret's Episcopal Church	Gallowgate Festival Gala	360	up to £2,500, to be decided by Members	-	360	360	Appendix D
Friends of Seaton Park	Park Fest 16	3,450	up to £2,500, to be decided by Members	-	2,500	2,500	Appendix E
Northfield Congregational Church - Community Hub	Moir Gala - Community Hub	1,225	up to £2,500, to be decided by Members	-	1,225	1,225	Appendix F
Sunnybank Community Centre	Information Fun Day	1,740	up to £2,500, to be decided by Members	-	1,740	1,740	Appendix G
Cove Gala Committee	Cove Gala	4,335	up to £2,500, to be decided by Members	-	2,500	2,500	Appendix H
Culter Gala	Culter Gala	1,140	up to £2,500, to be decided by Members	-	1,140	1,140	Appendix I
Froghall Community Centre	Froghall Fun Day	500	up to £2,500, to be decided by Members	-	500	500	Appendix J
Craigiebuckler Parish Church	Queen's 90th Big Birthday Party	1,000	up to £2,500, to be decided by Members	-	1,000	1,000	Appendix K
Tillydrone Network	Tilly Gala	750	up to £2,500, to be decided by Members	-	750	750	Appendix L
Midstocket Community Association	Midstocket Summer Community Gala	2,000	up to £2,500, to be decided by Members	-	2,000	2,000	Appendix M
Hilton Community Centre	Hilton Community Outdoor Centre Open Day	2,950	up to £2,500, to be decided by Members	-	2,500	2,500	Appendix N
B: For Information							
2016/17 Budget						45,000	
Grants Approved to Date				7,542	1,600	9,142	
Budget Remaining						35,858	
Potential Approvals from Above				-	18,525	18,525	
Balance remaining if recommendations approved						17,333	
Approved to date + Recommended Approvals from Table				7,542	20,125	27,667	

3. FINANCIAL IMPLICATIONS

- 3.1 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.
- 3.2 Part B of the above table summarises the budget available for financial assistance/community gala grants and the balance of budget remaining if the recommendations are approved.

4. OTHER IMPLICATIONS

There are no other implications arising from this report.

5. BACKGROUND/MAIN ISSUES

- 5.1 At the meeting of 18 May 2016 the Committee approved funding packs to be used for small financial assistance grants and community gala grants. These included guidance on each type of grant.

In summary

Small Financial Assistance Grants	
Who Can Apply	The Committee will consider one-off requests which arise from time-to-time and do not fall within the assessment criteria of another established Council funding budget
How Much is Available	<ul style="list-style-type: none">• The fund has limited resources. Applications can only be considered whilst budget remains available• 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
What We Will Not Fund	<ul style="list-style-type: none">• Projects/events already being funded from another Council Budget• Projects/events which secured a small financial assistance grant in the previous 12 months

Community Gala Grants	
Who Can Apply	The Committee will only consider one application per community group in each financial year for events within the City
How Much is Available	<ul style="list-style-type: none"> • The fund has limited resources. Applications can only be considered whilst budget remains available • 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
What We Will Not Fund	<ul style="list-style-type: none"> • Events outwith Aberdeen City Council Boundaries • Alcohol • Personal gifts

- 5.2 Following comments received at the last committee meeting the community gala grant application form has been revised to include a section for income and the actual amount of funding requested. This will flow through in future applications.

6. IMPACT

Improving Customer Experience – by awarding grants and funding the Council supports individuals, groups and organisations within the city and broadens the experiences available to the citizens of Aberdeen.

Improving Staff Experience – Staff have collaborated to update the process for financial assistance grants and gala funding and therefore should be engaged and committed to the process.

Improving our use of Resources – this report allows Elected Members to consider each applicant in an open and transparent way.

The Council will, within financial constraints, seek to support individuals, groups and organisations with 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 of 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 is awarded.

8. BACKGROUND PAPERS

None.

9. REPORT AUTHOR DETAILS

Karen Black, Finance Officer
kblack@aberdeencity.gov.uk
(52)3567

APPENDIX A

An application has been received from Friends of Anchor for a contribution towards the cost of the hire of the Beach Ballroom for the Courage on the Catwalk 2016 event held on 7 & 8 May 2016.

Per the small financial assistance grants criteria events which secured a grant in the previous 12 months will not be funded. As an award of £1,500 was approved towards the Beach Ballroom hire costs for the 2015 event which was held on 9 & 10 May 2015 it is recommended that no grant be awarded.



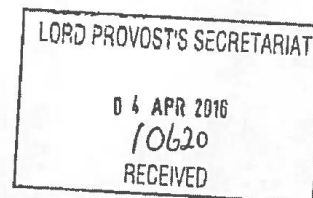
c/o Balmoral Group Ltd
Public Relations Department
Balmoral Park, Loirston,
Aberdeen AB12 3GY
Tel 01224 859153
Fax 01224 859123
Mob 07831 882028
Email foa@balmoral.co.uk

Donate online at
www.friendsofanchor.org

[Redacted]
Lord Provost of Aberdeen
Lord Provost's Office
Town House, Aberdeen.
AB10 1LP

31 March 2016

Dear Councillor Adam



COURAGE ON THE CATWALK 2016

You may have seen the first of the Courage on the Catwalk 2016 model story series in the Press & Journal on Monday. Once again tickets have been in huge demand with the table allocation selling out in just 24 hours after announcing this year's line-up.

We are so grateful for your continued support of the event, and ultimately the cause, both professionally and personally. As you know, every penny raised from Courage on the Catwalk goes directly to helping cancer and haematology patients in our region. To date, thanks to the generous support from organisations and people across the North-east, the event has raised £210,000 for Friends of ANCHOR. As per the models request, the money has been invested into vital cancer research by leading clinicians at the University of Aberdeen research facilities on the Foresterhill site as well as the hugely valuable wellbeing services that are offered to patients during their treatment within the ANCHOR Unit wards and clinics.

I am immensely grateful for your support every year through the e Common Good Fund and it would fantastic to have a financial contribution once again to help with the costs of the catering and venue hire at the Beach Ballroom. In return, we would be delighted to recognise that generous contribution on our website once again as well as in the event programme which will be distributed among both audiences totalling over 2,000.

I would like to personally invite you to Courage on the Catwalk as a guest of myself on the Friends of ANCHOR top table? The date for this year's event is Saturday, 7th and Sunday, 8th May (show times in the enclosed poster). If you could RSVP to [Redacted] that would be great.

If you are happy to help facilitate the Common Good Fund support once again it would be greatly appreciated.

Warmest regards

[Redacted Signature]

[Redacted] Chairman, Friends of ANCHOR
[Redacted] PR & Fundraising Manager, Friends of ANCHOR

Gala Details

Name of Gala: Danestone Gala

Gala Location: Community Area, Fairview Street, Danestone, Aberdeen

Gala Date: 2 July 2016

Time: 11am – 3 pm

Brief description of proposed event:

Annual Community Gala

(Organising Committee includes Danestone Community Centre, Danestone Congregational Church, Danestone Medical Practice, Step by Step nursery and the local Police)

How many people will be involved in / attending your planned event?

Approximately 500 – 1,000

Budget

Please provide details of planned gala expenditure

Expenditure	Amount
Staging / PA	£300
Licensing / Traffic Management PAID IN PREVIOUS YEARS	
Staffing 45 VOLUNTEER	
Stewarding / Marshals 8 VOLUNTEERS	
Catering VOLUNTARY INCLUDED ABOVE	
Marquees / Tents	£560
Medical VOLUNTARY. COVERED BY ST ANDREWS FIRST AID AND DR'S (INCLUDED ABOVE)	
Toilets COMMUNITY AREA BUILDINGS	
Bins COMMUNITY AREA BINS + EXTRA BLACK BAGS	£30
Stalls	
Other (Please detail) ENTERTAINMENTS COMMUNITY CENTRE – VENUE CHURCH - VENUE	£520
Total	£1,410 *

- * The cost of the gala has been revised to reflect amounts queried at the Finance, Policy and Resources Committee on 18 April following discussion with the applicant.

Gala Details

Name of Gala: Printfield Family Gala Day

Gala Location: Printfield Community Play Park

Gala Date: 18th July

Time: 1 – 4

Brief description of proposed event:

A family fun/gala day to encourage families from the Printfield, Hilton and Great Northern Road areas to come together and share in a local community experience. This will include both social and recreational activities eg bouncy castles for both older and pre 5's; sack race; egg and spoon race; face painting; beat the goalie; climbing wall and various games

How many people will be involved in / attending your planned event?

Approximately 60 children and also parents

Budget

Please provide details of planned gala expenditure

Expenditure	Amount
Staging / PA	
Licensing / Traffic Management	
Staffing	£250
Stewarding / Marshals	
Catering - bottled juice x 60; crisps, snacks etc	£200
Marquees / Tents	
Medical	
Toilets	
Bins	
Stalls	
Other (Please detail) Bouncy castles; face painting; climbing wall; games	£450
Total	£900

Gala Details

Name of Gala: Gallowgate Festival Gala

Gala Location: St Margaret's Brae, Gallowgate

Gala Date: 6th August

Time: 10 – 4

Brief description of proposed event:

Community festival of arts and sale of work in support of the church and other local charitable organisations (RNLI etc).

How many people will be involved in / attending your planned event?

250 - 300

Budget

Please provide details of planned gala expenditure

Expenditure	Amount
Staging / PA	
Licensing / Traffic Management - Lottery licence	£20
Staffing	
Stewarding / Marshals	
Catering - bottled juice x 60; crisps, snacks etc	£110
Marquees / Tents	
Medical	
Toilets	
Bins	£100
Stalls	
Other (Please detail) postage and publicity	£130
Total	£360

Gala Details

Name of Gala: Park Fest 16

Gala Location: Seaton Park

Gala Date: 11th September

Time: 1 – 4

Brief description of proposed event:

A fun day for everyone. We will also be celebrating the completion of major work in the park ie repairing drainage and the creation of a wetland.

How many people will be involved in / attending your planned event?

Circa 600

Budget

Please provide details of planned gala expenditure

Expenditure	Amount
Staging / PA * please see additional information below	£1,500
Licensing / Traffic Management	
Staffing	
Stewarding / Marshals	
Catering	
Marquees / Tents	£200
Medical	£200
Toilets	£650
Bins	
Stalls	£400
Other (Please detail) Pipe Band and drummers	£500
Total	£3,450

*Staging/PA Costs – Further information from Chairperson, Friends of Seaton Park

We held the event for the first time last year and did not have a PA system and quickly realised this was a big mistake and that to have a successful event we need a PA system.

The cost quoted on the form was the result of a site visit with a supplier. We have not finalised our layout so we could only go on what we had last year. The park has no electricity so either batteries or a diesel generator will be required. The area we plan to use will require cabling and speakers and we will try to ensure that the noise level is pitched so that it will not disturb neighbours. The equipment used will require safety and security fencing and a gazebo to protect from the elements and this is included in the sum sought under "Staging/PA" on the form. The sum quoted was a verbal estimate based on information available at the time.

Gala Details

Name of Gala: Moir Gala – Community Hub

Gala Location: Lane off Moir Drive

Gala Date: Saturday 3rd September 2016

Time: 12noon till 2pm.

Brief description of proposed event:
Community Gala

How many people will be involved in / attending your planned event?
Approximately 200

Budget

Please provide details of **total** planned gala expenditure

Expenditure		Amount
		£
Staging / PA		650.00
Staffing	10 Volunteers - in kind	390.00
Stewarding / Marshals	4 Volunteersin kind	240.00
Catering	Voluntary (included above)	000.00
Medical First Aid (included above)	Voluntary – covered by St. Andrews	000.00
Toilets	Provided inside Community Hub	000.00
Bins	Community Hub Bins+extra black bags	30.00
Stalls		300.00
Other (Please detail)	Entertainment	225.00
	Decorations	50.00
	Community Hub - Venue	337.50
Total		£2,222.50

Any Other Sources of Funding/Income Please provide details of any other funding already secured for the project/event

Type of Funding	From	Amount
<i>Eg grant; donation; fundraising event, entrance fee</i>	<i>Eg individual; other organisation (name)</i>	£
In Kind	Volunteers	630.00
Supplied Black Bags – Bins	Church / Community Hub	30.00
In Kind – Venue	Church / Community Hub	337.50
Total Other Funding/Income (B)		£997.50

Total Grant Requested

Please provide a summary of the amount of funding being requested

Details	Amount
<i>Usually Total (A) less Total (B).</i>	
Expenditure	£2,222.50
Other Sources	£ 997.50
Total Amount Requested (C)	£1,225.00

Gala Details

Name of Gala: Information Fun Day

Gala Location: Sunnybank Primary School Halls and Playground

Gala Date: Saturday 25th June

Time: 1.00 – 4.00pm

Brief description of proposed event:

40-50 Agencies will be there to give information and leaflets on their agency anything from benefits, employment, childcare, NHS, Scarf. Police, wardens, and many more. The community centre has many people just moving into the area and English is not their first language, so we are asked many questions to help them settle into the community. It is also very helpful for others that have lived in the community but was not sure where to go for certain advice.

This is a yearly event we have started so we are into our 3rd year as every year it is getting more popular and it is a great event for families young and old to get to know their community.

We will be doing fun activities again as they are so popular and get people involved in some of the events.

Activities are;

Bouncy castles

Arts and Crafts

Disco Outside

Mural with artist

Motor bikes Show

Hip Hop Dance

Latin American dance

Popcorn & candy Floss

Reading Bus

Childrens Entertainers

Sunnybank Mascots

Park rangers and many other activities.

The tree's on the street will be decorated with knitted blanket in bright colours, phone box, signs, bike and also a banner with name done in knitted flowers and bugs. The reaction we got last year was tremendous, with people asking if we could keep it up all the time as it cheered them up.

How many people will be involved in / attending your planned event?

We will have 50/60 people with agencies, volunteers 25 and last year we had 600-700 people attended

Budget

Please provide details of planned gala expenditure

Expenditure	Amount
Staging / PA	180.00
Licensing / Traffic Management	
Catering	900.00
Marquees / Tents	380.00
Medical Red Cross	180.00
Toilets	
Bins Waste Awareness	100.00
Stalls	
Other (Please detail)	
Total	1740.00

Gala Details

Name of Gala: Cove Gala

Gala Location: Loirston School/Loirston Playing Fields

Gala Date: 11/6/16 Time: 12:30 – 5.00pm

Brief description of proposed event:

Stalls and children's activity, bouncy castles, displays, pet parade, open air disco, magician and this year's theme is sports.

How many people will be involved in / attending your planned event?

Approx 2,500

Budget

Please provide details of **total** planned gala expenditure

Expenditure		Amount
		£
Staging / PA		650.00
Licensing / Traffic Management		1,700
Staffing		
Stewarding / Marshals		
Catering		500.00
Marquees / Tents		200.00
Medical		185.00
Toilets		270.00
Bins		180.00
Stalls		200.00
Other (Please detail)	Hire of tables	150.00
	Prizes	300.00
Total		£4,335.00

Gala Details

Name of Gala: Culter Gala

Gala Location: Peterculter School playing fields

Gala Date: 28/05/2016

Time: 12:45am

Brief description of proposed event:

The annual Peterculter gala will take place this year on the 28th of May, the theme of the 2016 gala is 'Celebrate Culter' this is due to 2016 marking 150 years since the first 'celebration' in Culter. We intend on having multiple local charities and groups attend the event as well as making a special acknowledgement to those who have helped the gala throughout its 150 years of running

How many people will be involved in / attending your planned event?

Approx 1500

Budget

Please provide details of planned gala expenditure

Expenditure	Amount
Staging / PA	£200
Licensing / Traffic Management	
Staffing	
Stewarding / Marshals	
Catering	
Marquees / Tents	
Medical	£90
Toilets (quote from Nixon Hire)	£600
Bins	£250
Stalls	
Other (Please detail)	
Total	£1,140

Gala Details

Name of Gala: Froghall Fun Day

Gala Location: Froghall Community Centre

Gala Date: 4 June

Time: 1 - 4

Brief description of proposed event:

Family event with entertainment and activities for different age groups. BBQ, bouncy castle, face painting, crafts, games, live music, drummers band. Tea, coffee, refreshments.

How many people will be involved in / attending your planned event?

70 – 100 approx

Budget

Please provide details of planned gala expenditure

Expenditure	Amount
Staging / PA	£150
Licensing / Traffic Management	
Staffing	£120
Stewarding / Marshals	
Catering	£190
Marquees / Tents	
Medical	
Toilets	
Bins	£40
Stalls	
Other (Please detail)	
Total	£500

Gala Details

Name of Gala: Queen's 90th Big Birthday Party

Gala Location: Craigiebuckler Parish Church

Gala Date: Sunday 12th June

Time: 1 – 4:30 pm

Brief description of proposed event:

This is a community event for all ages. There is a puppet show and a bird of prey demonstration by Huntly Falconry booked. Entertainments will also be provided from the Granite City Chorus, Bon Accord Brass Band and West End Dance Studio Majorettes. There will be a bouncy castle and various games and activities too. We are hoping to have a community police presence and also the chance to see round an ambulance.

There will be no charge to attend the event and refreshments will be available from external caterers who have been invited to attend the event.

The coronation film will be shown during the afternoon and the event will end with a songs of praise.

How many people will be involved in / attending your planned event?

Approx 500

Budget

Please provide details of planned gala expenditure

Expenditure	Amount
Licensing / Traffic Management	£100
Stewarding / Marshals	£50
Catering	
Marquees / Tents	
Medical	£50
Toilets	
Bins	£40
Stalls	
Other (Please detail)	
Falconry Display	£370
Advertising, publicity and Servant Queen booklet costs	£200
Puppet show	£100
Bouncy castle hire	£80
Games, activities and other costs	£50
Total	£1,000

Gala Details

Name of Gala: Tilly Gala

Gala Location: Between Aberdeen Lads Club and Riverbank Primary School

Gala Date: Saturday 25th June 2016 Time: 11.00am – 2.00pm

Brief description of proposed event:

An opportunity for local agencies and the community to come together to provide an organised event for the area. This event has been ongoing for the past 4 years with a change of location and time of year last year.

We hope to provide free and affordable entertainment and refreshments including a bouncy castle, owl and the Pussycat, pony rides as well as local agencies doing some fundraising and/or promoting their services. An event that the whole community can enjoy and be involved with.

How many people will be involved in / attending your planned event?

300-500 approx

Budget

Please provide details of planned gala expenditure

Expenditure	Amount
Staging / PA	
Licensing / Traffic Management	350.00
Staffing	
Stewarding / Marshals	
Catering	165.00
Marquees / Tents	
Medical	
Toilets	
Bins	50.00
Stalls	
Other (Please detail) Entertainment: Owl and the Pussycat – trained staff doing a public display with specially trained birds of prey	185.00
Total	750.00

Gala Details

Name of Gala: Midstocket Summer Community Gala

Gala Location: Mile End Primary School

Gala Date: 18th June 2016

Time: 2pm – 4pm

Brief description of proposed event:

Summer community event for all age groups. Music, food, sports, games and lots more, including charity stalls. Banners, bunting and other decoration.

How many people will be involved in / attending your planned event?
400-500 approx

Budget

Please provide details of planned gala expenditure

Expenditure	Amount
Staging / PA	
Licensing / Traffic Management	
Staffing - voluntary	
Stewarding / Marshals	
Catering	£1,000
Marquees / Tents	
Medical	
Toilets	
Bins	
Stalls - charity	
Other (Please detail) Adventure Aberdeen/ sports/ Bouncy Castle	£1,000
Total	£2,000

Gala Details

Name of Gala: Hilton Community Outdoor Centre (Open Day)

Gala Location: Stewart Park, Hilton Community Outdoor Centre (Sports Centre)

Gala Date: TBC

Time: TBC

Brief description of proposed event:

This event is being held so that the local community and wider public can be informed about the opening of the new Hilton Community Outdoor Centre, offering information and plans regarding the centre, as well as recruiting volunteers and sharing ideas

How many people will be involved in / attending your planned event?

Up to 1,000

Budget

Please provide details of planned gala expenditure

Expenditure	Amount
Staging / PA	£1,000
Licensing / Traffic Management	£200
Staffing - voluntary	
Stewarding / Marshals	
Catering	£300
Marquees / Tents	
Medical	£50
Toilets	
Bins	
Stalls - charity	
Other (Please detail)	
Drumming	£100
BBQ Equipment	£400
Wall Climbing	£200
Bouncy Castle	£500
Insurance	£200
Total	£2,950