

# ABERDEEN CITY COUNCIL

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COMMITTEE	Finance, Policy and Resources
DATE	29 June 2017
REPORT TITLE	Small Financial Assistance Grants and Gala Funding 2017/18
REPORT NUMBER	CG/17/57
LEAD OFFICER	Steven Whyte, Head of Finance
REPORT AUTHOR	Karen Black

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## 1. PURPOSE OF REPORT:-

- 1.1 To present application(s) for financial assistance and/or community gala grants to allow a final funding decision to be made.

## 2. RECOMMENDATION(S)

- 2.1 It is recommended that the Committee consider the application(s) received, summarised in the table below, and agree that no grant award be made.

Grant Requests for Consideration (Greater than £2,500 or recommended for refusal)							
Requests received :							
From	For	Requested Amount £	Recommended Amount £	Financial Assistance £	Community Gala Grants £	Total £	More Detail
Community Gala Grants							
Heathryburn PTA	PTA Summer Fayre	1,550	0	-	-	-	Appendix 1

## 3. BACKGROUND/MAIN ISSUES

- 3.1 At the Finance, Policy and Resources Committee meeting of 9 March 2017 the Committee agreed that grant applications for more than £2,500 or applications which the Head of Finance recommended for refusal be presented to this Committee for consideration and final decision.

3.2 The grant criteria were also updated and are summarised below:

<b>Small Financial Assistance Grants</b>	
Who Can Apply	<ul style="list-style-type: none"><li>• One-off requests which arise from time-to-time and do not fall within the assessment criteria of another established Council funding budget will be considered</li><li>• Only one application per individual/group/organisation will be considered in any financial year</li></ul>
How Much is Available	<ul style="list-style-type: none"><li>• The fund has limited resources. Applications can only be considered whilst budget remains available</li><li>• The maximum grant that can be awarded for any individual application is £2,500.</li></ul>
What We Will Not Fund	<ul style="list-style-type: none"><li>• Projects/events already being funded from another Council Budget</li><li>• Projects/events which secured a small financial assistance grant in the previous 12 months</li><li>• Applications which do not demonstrate a clear benefit to the City or its residents</li></ul>

<b>Community Gala Grants</b>	
Who Can Apply	<ul style="list-style-type: none"><li>• One application per community group in each financial year for events within the City will be considered</li><li>• Events should be for the benefit of the community as a whole or which the inhabitants at large may share</li></ul>
How Much is Available	<ul style="list-style-type: none"><li>• The fund has limited resources. Applications can only be considered whilst budget remains available</li><li>• The maximum grant that can be awarded for any individual application is £2,500</li></ul>
What We Will Not Fund	<ul style="list-style-type: none"><li>• Events outwith Aberdeen City Council Boundaries</li><li>• Alcohol</li><li>• Personal gifts</li></ul>

3.3 An application has been received from a Parent Teacher Association (PTA) for a community gala grant. It is estimated that there are approximately 60 PTAs throughout the City and their main purpose is to raise funds for their school. Per the criteria above 'events should be for the benefit of the community as a whole or which inhabitants at large may share'. It is therefore recommended that this grant application be declined as the event would not appear to meet this criterion.

#### 4. FINANCIAL IMPLICATIONS

- 4.1 The cost of any small financial assistance/community gala grant awarded can be met from the existing budget for this purpose. The total of grants approved to date and the budget remaining is shown below:-

Grants Approved						
				Financial Assistance £	Community Gala Grants £	Total £
2017/18 Budget				45,000	10,000	55,000
Grants Approved to Date				8,250	13,947	22,197
Budget Remaining						32,803

#### 5. LEGAL IMPLICATIONS

- 5.1 There are no direct legal implications arising from the recommendations of this report.

#### 6. MANAGEMENT OF RISK

##### Financial

- 6.1 There is a low risk that if funding is provided it will not be used for the purpose for which it is awarded.

##### Other

- 6.2 Consideration has been given to employee; customer/citizen; environmental; technological; legal and reputational risk. No risk or impact was identified.

#### 7. IMPACT SECTION

##### Economy

- 7.1 There are no direct implications on the economy arising from the recommendations of this report.

##### People

- 7.2 By awarding grants the Council supports individuals, groups and organisations within the city and broadens the experiences available to the citizens of Aberdeen.
- 7.3 All applicants will be given equal consideration within the criteria for the award of grants from Council budgets.
- 7.4 Only reporting grant applications which are recommended for refusal or are for more than £2,500 should lead to an improvement in both staff and customer experience by reducing the administrative burden and shortening response time.

## **Place**

- 7.5 There are no direct implications on the environment arising from the recommendations of this report.

## **Technology**

- 7.6 There are no direct implications on technology arising from this report.

## **8. BACKGROUND PAPERS**

- 8.1 None

## **9. APPENDICES (if applicable)**

- 9.1 Appendix 1 – extract from grant application form.

## **10. REPORT AUTHOR DETAILS**

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## **HEAD OF SERVICE DETAILS**

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**Gala Details**Name of Gala: PTA SUMMER FAYREGala Location: HEATHRYBURN SCHOOLGala Date: 3RD JUNE 2017 Time: 10-1pmBrief description of proposed event: ANNUAL FAYRE - RAFFLE, BBQ, STALLS, FACE PAINTING, INFLATABLES, ETC.

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

200-400 APPROX**Budget**Please provide details of **total** planned gala expenditure

Expenditure	Amount £
Staging / PA	
Licensing / Traffic Management	
Staffing	
Stewarding / Marshals	
Catering	500-00
Marquees / Tents	350-00
Medical	
Toilets	
Bins	
Stalls	
Other (Please detail)	
<u>RAFFLE / GAME PRIZES / BBQ</u>	<u>£700-00</u>
<b>Total</b>	<b>£1550-00</b>

**Any Other Sources of Funding/Income**

Please provide details of any other funding already secured for the project/event

Type of Funding	From	Amount
Eg grant; donation; fundraising event, entrance fee	Eg individual; other organisation (name)	£ <u>NONE</u>
<b>Total Other Funding/Income (B)</b>		

**Total Grant Requested**

Please provide a summary of the amount of funding being requested

Details	Amount
Usually Total (A) less Total (B).	£ <u>1550-00</u>
<b>Total Amount Requested (C)</b>	<b>£1550-00</b>