

North Dudley Area Committee –10th October 2012

Report of the Area Liaison Officer

Delegated Revenue Budget

Purpose of Report

1. To note the granting of allocations and to consider any further applications for an allocation from the North Dudley Area Committee's delegated budget.
2. To confirm that subject to (3) below, the Lead Officer, in consultation with the Chairman of the Committee and the Opposition spokesperson(s), be authorised to determine urgent applications for funding.
3. To confirm that, in the period between the Annual Council Meeting and the election of a Chairman at the first meeting of the Area Committee in a municipal year, the Lead Officer, in consultation with the Leaders of all political groups represented on the Council, be authorised to determine urgent applications for funding.

Background

4. The Area Committee has an unallocated budget of £132,818. Spending proposals are invited from members of the Area Committee, the public, representative organisations and Council departments, and each proposal is assessed against strict criteria as set out in the Appendix A. That criteria is currently being updated to take account of the Council's decision that requests of a revenue nature can also now be invited.
5. Arising from the decision of Council the Area Committee has been granted a revenue budget of £40,000 for the financial year 2012/13 .
6. A copy of applications referred to in this report are available to Members on request.

Applications Approved

7. The Royal British Legion(Gornal)

During April 2012 an application in the sum of £2,486 was received from the above to purchase an automatic bugle, IT equipment and a Union flag. This

was considered and agreed by me, following consultation with Ward Members, under delegated authority in the 2012/13 financial year.

8. Darby and Joan (Gornal)

During May 2012 an application in the sum of £6,275 was received from the above for the installation of security fencing around the club building. This was considered and agreed by me, following consultation with Ward Members, under delegated powers in the 2012/13 financial year.

9. Gorge Road Allotments (Sedgley)

During June 2012 an application in the sum of £5,000 was received from the above for a contribution for the installation of security fencing at the allotments. This was considered and agreed by me, following consultation with Ward Members, under delegated powers in the 2012/13 financial year.

10. Age Concern Dudley (All Wards)

During July 2012 an application was sent to the Central Dudley Area Committee in the sum of £3,694.68 for the replacement of IT equipment to support the administration at the Age UK Head Office in Netherton. As the organisation supports borough wide the application was sent to each area committee to support a £740 allocation from each.

This was considered and agreed by me, following consultation with Ward Members, under delegated powers in the 2012/13 financial year.

11. Gornal Business Watch (Gornal)

An application has been received from the above for consideration by this Committee. The applicant is requesting £1,389.92 for the Manufacture of a Gornal flag, and the installation of a flagpole on which to fly it. The three primary schools in the area are involved in the scheme to design the flag. The applicant has not supplied a constitution with named officers, a copy of their accounts or a bank statement.

Finance

12. The grants referred to in this report can be funded within the overall allocations for the Area Committee.

The following shows allocations approved to date, and the budget remaining.	Coseley East Ward	Upper Gornal and Woodsetton Ward	Gornal Ward	Sedgley Ward	Total
Undistributed balance brought forward	<u>35,991</u>	<u>35,614</u>	<u>17,765</u>	<u>10,949</u>	<u>100,319</u>
Allocation for 12/13	10,000	10,000	10,000	10,000	40,000

Awarded 2012/13 via delegated Powers:					
The Royal British Legion			(2,486)		(2,486)
Darby and Joan Club			(6,275)		(6,275)
George Road Allotments				(5,000)	(5,000)
Age Concern Dudley	(185)	(185)	(185)	(185)	(740)
Returned Tipton Rd				7000	7000
Undistributed balance	<u>45,806</u>	<u>45,429</u>	<u>18,819</u>	<u>22,764</u>	<u>132,818</u>
Grants awarded but unpaid					33,588
Grants paid 12-13					10,594
Total					177,000
Authorised capital budget					177,000
Considered this meeting:					
Grants			1,389.92		

13. There is an undistributed balance of £132,818 available for allocation.

Law

14. Section 2 of the Local Government Act 2000, enables the Council to do anything which it considers is likely to achieve the promotion or improvement of the economic, social or environmental well being of the Borough or any part of it.

Equality Impact

15. This report takes account of the Council's Policies on equality and diversity.

Recommendation

16. That the information set out in paragraphs 7,8,9 and 10 be noted. That the application detailed in paragraph 11 discussed.



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NORTH DUDLEY AREA LIAISON OFFICER
Contact Officer: Philip Tart

APPLICATION ARRANGEMENTS FOR THE AWARDING OF FUNDING ALLOCATIONS

1.0 Criteria

- 1.1 The allocation or grant may be spent on “capital” and/or “revenue” schemes:

Capital: one-off expenditure on buying, constructing or improving land, buildings, equipment or vehicles;

Revenue: expenditure on running costs of projects or activities, including staff costs and the purchase of consumables and services from third parties. Priority will be given to one-off, time-limited, or start-up spend, rather than ongoing running costs. The latter should normally be funded by the organisation itself.

- 1.2 Schemes should contribute to the Community Strategy and should not conflict with Council policy.
- 1.3 Schemes should be for the general benefit of the wider community, not just for the benefit of individuals or specific groups and should make a difference in the local area.
- 1.4 Schemes should not result in any on-going revenue costs that the organisation cannot fund from its own resources – e.g. running costs and repair and maintenance of new/improved buildings and equipment.
- 1.5 All expenditure must be in accordance with Council Standing Orders and Financial Regulations, be subject to the Council’s legal powers and demonstrate good value for money.
- 1.6 Members will only consider supporting applications up to a maximum of £5,000 unless there are very exceptional circumstances. Organisations will be encouraged to match fund or seek further funding through other means. Priority will be given to schemes that might generate such funding.
- 1.7 Applications will not be considered from organisations who have previously applied for funding to Area Committees within the previous three years unless there are very exceptional circumstances.
- 1.8 Once an application has been approved, it will be on the condition that the commitment is spent within nine month; otherwise the allocation will be returned back into the available budget and a re-application would be required.
- 1.9 In appropriate circumstances, it may be required that certain items of equipment funded by these allocations are to be made available for use by other organisations.

2.0 Who can apply?

- 2.1 All allocations will be made to properly constituted organisations, not to individuals.
- 2.2 The organisation must be based within or work within any or all of the wards that make up the area of the North Dudley Area Committee, so that the beneficiaries are

the citizens of those wards. However, where an organisation provides a service to the local community that extends beyond the defined North Dudley Area Committee wards, it may apply to other Area Committees for allocations. This must be made clear on the application form.

- 2.3 The aims and objectives of the organisation should be to primarily help or benefit in some measurable way, the citizens of Dudley and particularly those within the North Dudley area.

3.0 Application Formalities

- 3.1 All completed application forms must be accompanied by:

- A copy of your organisation's constitution showing the length of time it has been in existence and containing the names of properly appointed officers including a named Treasurer. *(This helps provide evidence that the organisation is properly run and has some experience of development).*
- An audited copy of your accounts relating to the most recent financial year showing income/expenditure and end of year balance. In addition, a copy of your organisation's latest bank statement as at the date of your application is required whether you have audited accounts or not. *(This helps provide evidence of competent financial management).*

Note: If the accounts have not been professionally audited, then the Treasurer of the organisation must sign them as accurate. Another officer must then independently examine them and certify them with their signature.

- Appropriate quote(s) from a reputable supplier(s) for the items that the application request is based upon.

Note: In order to comply with the Council's Standing Orders and to ensure value for money, the following must be provided:

Items to the value up to £500 – one written quote required

Items of value between £501 and £5,000 – three written quotes required

- 3.2 Any allocation award will be inclusive of any chargeable VAT.
- 3.3 Failure to complete the application form in full may result in the application being either deferred or refused.
- 3.4 Formal approval will be sent to the organisation's principal contact following the decision made by members at Area Committee that will set out the procurement arrangements. Under no circumstances must any financial agreements be entered into without the approval of the Council.