



PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS &
PART B:	RECOMMENDATIONS TO COUNCIL
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	4 APRIL 2012
REPORT OF THE:	HEAD OF POLICY AND PARTNERSHIPS CLARE SLATER
TITLE OF REPORT:	ESTABLISHING THE COMMUNITY INVESTMENT FUND PANEL
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To seek Members' approval of operational criteria for the Community Investment Fund Panel (CIF Panel)

2.0 RECOMMENDATIONS

- 2.1 Part A (matters delegated to this Committee)

It is recommended that Members:

- (i) agree the criteria for the operation of the CIF Panel as detailed in paragraphs 8.2 – 8.7; and
- (ii) that members note the inclusion of the Main Grants and Christmas Lights funds under the management of the CIF Panel. The Talented youth Grant scheme ending this year with that allocation to be included under the CIF Panel from April 2013

- 2.2 Part B (recommendations to Council)

The Council is recommended to approve:

- (i) the terms of reference for the CIF Panel for inclusion in the Council's Constitution (annex A); and
- (ii) the 2012/2013 meeting schedule for the CIF panel.

3.0 REASON FOR RECOMMENDATIONS

- 3.1 The Council has agreed the establishment of the CIF Panel as a new committee of the Council and has nominated members to the panel.

- 3.2 The Council has also resolved that the Policy and Resources Committee should establish the criteria for approval of all bids made to the CIF Panel.

4.0 SIGNIFICANT RISKS

- 4.1 Any significant risks are mitigated by the operating principles as recommended in the report.

REPORT

5.0 BACKGROUND AND INTRODUCTION

- 5.1 The Council have decided to utilise part of the New Homes Bonus (NHB) allocation for 2011/12 to establish a Community Investment Fund.
- 5.2 The government has stated that the purpose of the NHB is to 'ensure that the economic benefits of growth are returned to the local authorities and communities where growth takes place'.
- 5.3 The aim of the Community Investment Fund is to contribute to the delivery of the Council's priorities and supporting parish councils and voluntary and community organisations to deliver projects which meet the needs of communities.
- 5.4 This report will set out for Members a proposal for the operation and administration of the Community Investment Fund including detail of priorities, eligibility rules, levels of funding and an approval mechanism.
- 5.5 The Council operates a number of grants schemes which are detailed in Annex B. Some of these are awarded by a panel of officers. As the aim of this funding is to support projects which are a priority for communities such as village halls, sports facilities and play areas, the CIF Panel provides the opportunity to streamline the decision making process for these grants. Summary information attached at Annex B

6.0 POLICY CONTEXT

- 6.1 The general principles upon which the CIF is established include targeting funds at projects which contribute to the achievement of the Councils priorities; building community capacity and have a demonstrable positive impact on the communities of Ryedale.
- 6.2 The proposal meets the Council's corporate strategic objective: 'to develop the leadership capacity and capability to deliver future improvements.'

7.0 CONSULTATION

- 7.1 The Council consulted with parishes on the use they would make of any funding made available to the Council through NHB.

8.0 REPORT DETAILS

- 8.1 The principles and criteria under which it is suggested the CIF Panel should be operated are detailed below:

Management and Administration

- 8.2 It is proposed that the Community Investment Fund be managed and administered in accordance with the following:
- a. A sum of £201,606 is allocated from the 2011/2012 New Homes Bonus to finance the fund to be utilised as follows:
 - (i) Pot 1 - That 100,803 be distributed to applicants who are Parish Meetings, Parish or Town Councils, or groups of these, on a geographic basis to those wards in which the development took place which generated the new homes bonus. The parishes within a ward are able to bid for a maximum of the amounts as detailed in annex C
 - (ii) Pot 2 - That 100,803 be distributed to other projects whose applicants may be parish meetings or Parish or town councils, properly constituted organisations and may include, Voluntary Organisations and Community Groups, the District Council, North York Moors National Park (for the benefit of Ryedale Communities.
 - b. A sum of £46,220 to be allocated from the main grants fund to be managed by the fund under the same principles as pot 2 above.
 - c. Applications will be considered for both capital and revenue projects which meet the eligibility criteria.
 - d. Revenue grants will be awarded for a maximum period of two years
 - e. The panel will meet if there are funds remaining unallocated at the scheduled time of the meeting.
 - f. The fund will be operated by the "Community Investment Fund Panel" which will be made up of 7 Members (nominations made by Council in line with requirements of political proportionality) and will be advised by the appropriate officers. Terms of reference are attached at Annex A.
 - g. The fund will be administered by the Community Partnerships Officer under the management of the Head of Policy and Partnerships.
 - h. The CIF Panel will meet three times per civic year to a schedule agreed by Council
 - i. The impact and performance of the fund will be monitored on an ongoing basis by the CIF Panel and reviewed and evaluated in January 2013.

Eligibility criteria - Organisations

8.3 For Pot 1

- A Parish Meeting or Parish or Town Council (or group of these)

For Pot 2

- A Parish Meeting or Parish or Town Council
- A properly 'not for profit' constituted charity or voluntary organisation
- An organisation that allow its membership to be open to all
- Be capable of raising funds and have a locally controlled bank account
- have a good record of self help if an existing group
- New groups should show evidence of intent to achieve the above
- Applications from Ryedale District Council and The North York Moors National Park will be considered where projects will directly benefit communities in the Ryedale Area.
- Collaborative bids from groups of organisations will also be considered

Eligibility Criteria – Projects

8.4 The projects, activities or services to be considered by the fund can be varied and diverse but must be able to show that they make a positive contribution to at least one of the Councils stated priorities as follows:

- To meet housing need

Helping people to access a suitable home or remain in an existing one, preventing homelessness and supporting independent living.

- To support the conditions for economic success

Providing opportunity for people, increasing skills and wage levels with better jobs

- To have a high quality clean and sustainable environment

Maintaining the quality of our local environment and increasing pride of place

- To encourage active and safe communities

Encouraging active lifestyles in communities where people feel safe

- To transform the Council

Supporting services which are important to communities and are accessible and meet local needs

and that meet one or more of the following criteria:

- a. extends or expands an existing service provision to new customers;
- b. delivers a project or service which can be clearly demonstrated as a community priority;
- c. demonstrates clear benefit to Ryedale Communities

Funding Priorities

8.5 Priority will normally be given to those bids which:

- a. attract partnership or match funding,
- b. are initiated by community based organisations or groups
- c. are supported by evidence of need such as consultation or a parish plan
- d. can demonstrate community support and participation.

Assessment Criteria

8.6 If an application is complete and includes all the information requested and the applicant is an organisation which is eligible to apply, an assessment will be undertaken of both the organisation and the project against the following criteria:-

The organisation:

- Is well managed and financially sound
- Would be able to deliver the project if a grant was awarded
- Reflects the community it serves
- Takes into account the needs and aspirations of the community in its work

The project:

- Is in line with the Council's stated aims
- Responds to a clearly identified need and has community support, and this should be evidenced with research such as a parish plan or village appraisal,
- Will deliver clear outcomes for the communities of Ryedale and the impact of the project has been anticipated and is supported by evidence
- Has clear objectives and a development plan.
- Has a budget which is accurate and reasonable with a realistic plan to secure matching funding.
- (For revenue grants) has a clear plan to secure new funding if the project is expected to continue beyond the term of any grant awarded by the Council
- (For capital projects) has a clear and realistic projection of income for the future maintenance of the facility and a plan for its future operation
- Includes details of how it will be monitored and evaluated i.e. how will you show that the project has delivered the desired outcomes in Ryedale?
- Must be deemed viable and deliverable.

Application Procedure

- 8.7 All applications to the fund must be made using the application form which will be agreed at the first meeting of the panel. A press and publicity campaign will accompany the launch of the Fund and application details will be distributed to all parish and town councils and promoted to other organisations as soon as is practicable.
- 8.8 It is suggested that the panel meets every 4 months with the following schedule of meetings, subject to demand:

Deadline for applications	Meeting of the CIF Panel
Inaugural meeting	Wednesday 25 April 2012
Friday 15 June 2012	Tuesday 17 July 2012
Friday 19 October 2012	Tuesday 27 November 2012
Friday 22 February 2013	Tuesday 19 March 2013

- 8.9 At its first meeting the panel will elect a chairman and agree the application forms for the Fund in line with the criteria set by this report.
- 8.10 Terms of Reference for the CIF Panel are attached at annex A.

9.0 IMPLICATIONS

- 9.1 The following implications have been identified:
- (i) Financial
 - (i) As a new fund utilising the NHB the proposal has no additional financial implications for the Council.
 - (ii) The fund will operate within financial standing orders and will be subject to the usual audit processes.
 - (iii) The initiative has the potential to attract partnership funding into the district and as such has a positive financial impact.
 - (ii) Legal

There are no significant new legal implications arising from this recommendation. Any grants above £50k will require formal written contract.
 - (i) Other

There are no significant other implications arising out of this report.

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Background Papers:
None.

**TERMS OF REFERENCE: Community Investment Fund
Panel**

MEMBERSHIP:

The CIF Panel is comprised of 7 Members of the Council. The Committee shall elect its own chairman, annually.

FUNCTIONS:

To discharge all the following functions and duties conferred on the Council:-

A. Grant Making

- To award any funding allocated to it from the New Homes Bonus (or similar sources of funding made available to it by a meeting of Council or Policy and Resources Committee) in the form of grants.
- Maintaining a fair and effective grants programme that supports the needs of all sections of the Ryedale Community in line with the Councils stated priorities.
- To take decisions based on officer recommendations for grants
- Keeps the needs of Ryedale under review and in light of this, develop and recommend detailed criteria and priorities for grant giving to Council or Policy and Resources Committee annually

B. Other Functions

Any function delegated to an Officer which in the opinion of the Officer should be determined by the CIF Panel.

Proposal for Streamlining decision making for Community Grants

Grant scheme	Budget 2012-13		Decision Making Body	
	As Is	Proposed	As Is	Proposed
Main Grants	£44,830	£46,220	Officer Grants Panel	CIF Panel
Talented Youth Grants	£4,330	£3,750	Community Partnerships Officer	Community Partnerships Officer for 2012/13
Christmas Lights	£810	£0	Community Partnerships Officer	CIF Panel

Main Grants:

- 5 Awards made in 2011/12 totalling £73,080.35.
- Applicants must be a properly constituted charity, community group or voluntary organisation which allows membership to be open to all, be capable of raising funds with a bank account. Grants are awarded to a maximum of £25,000 and 20% of total project costs. Projects funded include cultural facilities such as sport and recreation, arts heritage and play facilities and village halls.
- Revenue awards made to a maximum of £1,000 and for up to 3 years duration.
- Awards are made by the Grants Panel of Officers which meets every two months.
- Applicants could approach the CIF for funding and the budget of £44,830 incorporated into Pot 2.

Talented Youth Grants:

- 23 awards made totalling £3450. Each award is for £150 for residents aged between 12 and 18 years and demonstrating exceptional achievement in sport or the arts.
- Awards are made by the Community Partnerships Officer.
- The budget could be revised to £3,750 from £4,330 and £580 incorporated into the CIF Pot 2 for 2012/13. Notice will be given to recipients that this will be the last year that this funding will be offered by the Council.
- The funding will then be incorporated into CIF pot 2 from April 2013.

Christmas Lights:

- 6 awards made in 2011/12 totalling £480. Applicants could approach the CIF for funding and the budget allocation of £810 incorporated into Pot 2 of the CIF.

Nominal Grants:

- No nominal grants were awarded in 2011/12 and so it is proposed that these grants no longer be offered.
- Applicants requiring start up funding for a project can apply to the CIF pot 2.

ANNEX C

Ward	Allocation
Amotherby	5,646
Ampleforth	3,581
Cropton	3,218
Dales	1,730
Derwent	7,224
Helmsley	1,789
Hovingham	2,003
Kirkbymoorside	10,502
Malton	6,192
Norton	15,238
Pickering	10,381
Rillington	6,131
Ryedale SW	911
Sherburn	1,761
Sheriff Hutton	3,157
Sinnington	4,614
Thornton Dale	8,529
Wolds	8,196
	Total 100,803