

# Public Document Pack



Monday, 21 November 2022

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## DELEGATED DECISIONS

You are summoned to the taking of a Delegated Decision which will be held in the Council Chamber, Woodgreen, Witney OX28 1NB on **Tuesday, 29 November 2022 at 2.00 pm.**



Giles Hughes  
Chief Executive

To: Members of the Delegated Decisions

Councillors: Joy Aitman Cabinet Member for Stronger, Healthy Communities

Recording of Proceedings – The law allows the public proceedings of Council, Cabinet, and Committee Meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted. By participating in this meeting, you are consenting to be filmed.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Democratic Services officers know prior to the start of the meeting.

## AGENDA

1. **Declarations of Interests**

To receive any declarations from Members on any items to be considered at the meeting.

2. **Community Activity Grant (Pages 3 - 8)**


Purpose

The purpose is to determine applications to the Community Activity Grant scheme.

Recommendation

- a) To approve, under delegated authority, the applications as set out in the report.
- b) To defer two applications for further information.
- c) To devolve decisions on deferred applications to officers working with portfolio holder and the Cost of Living steering group.
- d) To devolve to officers working with portfolio holder and the Cost of Living steering group the remaining budget to target support in areas of need.

(END)

 <p><b>WEST OXFORDSHIRE DISTRICT COUNCIL</b></p>	<p style="text-align: center;"><b>WEST OXFORDSHIRE DISTRICT COUNCIL</b></p>
<p>Name and date of Committee</p>	<p><b>DELEGATED DECISION – COMMUNITY ACTIVITIES GRANTS - 29TH NOVEMBER 2022</b></p>
<p>Report Number</p>	<p><b>AGENDA ITEM NO 2</b></p>
<p>Subject</p>	<p><b>COMMUNITY ACTIVITY GRANTS DELEGATED DECISION</b></p>
<p>Wards affected</p>	<p>ALL</p>
<p>Accountable member</p>	<p>Cllr Joy Aitman Cabinet Member for Stronger, Healthy Communities Tel: 07977 447316 Email: joy.aitman@westoxon.gov.uk</p>
<p>Accountable officer</p>	<p>Heather McCulloch Community Wellbeing Manager Tel: 01993 861562 Email: heather.mcculloch@westoxon.gov.uk</p>
<p>Summary/Purpose</p>	<p>The purpose is to determine applications to the Community Activity Grant scheme.</p>
<p>Annexes</p>	<p>Annex A - List of all applications</p>
<p>Recommendation/s</p>	<p>a) <i>To approve, under delegated authority, the applications as set out in the report</i>  b) <i>To defer two applications for further information</i>  c) <i>To devolve decisions on deferred applications to officers working with portfolio holder and the Cost of Living steering group</i>  d) <i>To devolve to officers working with portfolio holder and the Cost of Living steering group the remaining budget to target support in areas of need</i></p>
<p>Corporate priorities</p>	<p>A good quality of life for all  Putting residents first</p>
<p>Key Decision</p>	<p>NO</p>
<p>Exempt</p>	<p>NO</p>
<p>Consultees/ Consultation</p>	<p>None</p>



## **1. BACKGROUND**

**1.1.** Community Activity Grants aim to support grassroots community groups wishing to undertake community based activity which contributes to the health and wellbeing of residents and quality of community life. This year in the face of a cost of living crisis, the Council wants to support not for profit community groups to deliver activities and services which meet the needs of residents most affected by the cost of living crisis.

## **2. MAIN POINTS**

**2.1.** The current round for applications closed on 9<sup>th</sup> November 2022.

**2.2.** The Council received 21 applications. The applications were reviewed against the compliance checklist. Where information was unclear, officers contacted applicants to seek clarification. All eligible applications were scored using a scoring matrix and reviewed by an officer panel. The scoring measures the degree to which each activity :

- Meets new needs appearing as a result of the cost of living crisis.
- Enables other sources of support to be secured for the benefit of West Oxfordshire communities.
- Benefits those who are considered vulnerable, groups that services are not currently engaging with effectively and will not be served by other support organisations or activity.
- Has the capacity to have ongoing impact.
- Is responsive and addressing an issue of urgency.
- Whether the activity of the grant will further expand the scope of activity underway elsewhere in West Oxfordshire, complement this activity or duplicate existing activity.
- Is a collaborative endeavour, harnessing the combined resources and expertise of more than one organisation in the same area and avoids duplication.
- Is meeting the Council's emerging priorities
- Benefits the residents of West Oxfordshire
- Is good value for money requesting a size of grant which is commensurate with those benefiting.
- Makes a difference

**2.3.** A table showing details of all eligible applications is attached as Annex A.

**2.4.** It is recommended that two applications are deferred whilst officers seek additional information. One application for activity outside of the district did not demonstrate how the activity would benefit residents of West Oxfordshire so has been withdrawn from the process as it did not meet the criteria.

## **3. FINANCIAL IMPLICATIONS**

**3.1.** The total budget for Community Activities grants in 2022/23 is £50,000. The maximum grant award available is £1,000. The total value of the projects proposed by organisations in Annex A is £84,691. Should all applications be approved as per Annex A the total cost to the Council will be £12,216. The amount remaining in the budget is £37,784.

**3.2.** It is proposed that the determination of the deferred applications and the balance of this budget is devolved to officers working with the portfolio holder and the Cost Of Living steering group. In this devolved process the officers

would work to identify opportunities for investment in areas of greatest need across the district and bring forward proposals.

#### **4. LEGAL IMPLICATIONS**

**4.1.** All applications were received ahead of the deadline. The level of funding recommended for each application is in line with the criteria of the scheme. The organisations and activities described in the applications, which are being recommended for an award, are judged to comply with the terms of the grant scheme and meet the criteria.

#### **5. RISK ASSESSMENT**

**5.1.** The risks posed by the decisions in this report are very low to the business/Council. There is a low risk that despite receiving the funding an applicant could fail to carry out the activity as specified. This risk is mitigated by only allowing certain types of organisations to apply. Furthermore the Council will request that each successful applicant reports back on performance at the end of the activity to demonstrate that the funding provided by the Council has been utilised appropriately. The maximum grant awarded is £1,000. Checks on each applicant are carried out by the Fraud team. Each application is checked against the criteria, scored against the priorities and reviewed by an officer panel.

#### **6. EQUALITIES IMPACT (IF REQUIRED)**

**6.1.** The recommendations will have a positive impact on the communities which are the focus for the activities detailed in the applications. The grant scheme has due regard for the needs of vulnerable residents affected by the cost of living crisis.

#### **7. CLIMATE CHANGE IMPLICATIONS (IF REQUIRED)**

**7.1.** We do not foresee any negative implications for Climate Change. All activities take place in West Oxfordshire and are local community activities. This means that attendance is less reliant on having a car or access to public transport.

#### **8. ALTERNATIVE OPTIONS**

**8.1.** The Council could decide not to award the grants as set out in Annex A or award them at different levels.

#### **9. BACKGROUND PAPERS**

**9.1.** The following documents have been identified by the author of the report in accordance with section 100D.5(a) of the Local Government Act 1972 and are listed in accordance with section 100 D.1(a) for inspection by members of the public:

- Community Activity Grants 2022/23 - Application forms

**9.2.** These documents will be available for inspection at the Council Offices at Woodgreen, Witney. OX281NB during normal office hours for a period of up to four years from the date of the meeting. Please contact the author of the report.

## Annex A

## Community Activity Grant applications 2022/23

Ref No	Applicant Organisation	Project Details	Total Project Cost	Amount Requested	Amount recommended
CAG/2223/01	Witney Congregational Church	Warm Space & food	£2,125	£750	£600
CAG/2223/02	Thomas Gifford Trust	Warm Space	£1,900	£1,000	£800
CAG/2223/03	Kingham Village Friends (Kingham Lunch Club)	Lunch Club & Christmas Hampers	£1,000	£1,000	£800
CAG/2223/04	Oxfordshire Foster Care Association	Food Hampers for foster children living in West Oxfordshire	£1,000	£1,000	£800
CAG/2223/05	OurBus Bartons	Additional community transport to support warm spaces	£216	£216	£216
CAG/2223/06	Witney Day Centre (Witney Shed)	Extend activity and provide warm space plus refreshments	£1,000	£1,000	£800
CAG/2223/08	Homestart Oxford	Additional costs for groups for families with under 5's in Witney and surrounds	£36,513	£1,000	£1,000
CAG/2223/09	Burford PCC St John the Baptist Church (Warwick Hall)	Heating and lighting costs at Warwick Hall	£20,000	£1,000	£500
CAG/2223/10	Langford Legacy Trust (Langford Charity)	Energy grants to parishioners	£1,000	£1,000	£500
CAG/2223/11	Iraqi Women Art & War (IWAW)	Staffing, transport costs and refreshments	Defer pending further information		

CAG/2223/12	Oasis Family Church	Drop in/warm space over the winter	£1,000	£1,000	£500
CAG/2223/13	High Street Methodist Church, Witney	Church café as a warm space every day over the winter	£2,952	£1,000	£1,000
CAG/2223/14	Davenport Road Methodist Church, Witney	Warm space with refreshments and activities to local residents	£525	£525	£420
CAG/2223/15	The Alice Marshall Hall	Warm space with a lunch for local residents	£4,940	£1,000	£800
CAG/2223/16	Stonesfield Village Hall	Warm space, activities, refreshments and lunches for local residents	£6,320	£1,000	£800
CAG/2223/17	Bampton Warm Space	Warm space, activities, refreshments and lunch to local residents	Defer pending further information		
CAG/2223/18	St Johns Church Hailey	Warm space and refreshments to local residents	£1,000	£1,000	£800
CAG/2223/19	The Welcome Church, Witney	Warm space and lunch to local residents	£800	£400	£400
CAG/2223/20	Life Centre (Wychwood Baptist Church)	Community food service	£1,000	£1,000	£1,000
CAG/2223/21	Bladon Parish Council	Weekly warm space with refreshments to local residents	£1,400	£600	£480
<b>TOTAL</b>			<b>84,691</b>	<b>15,491</b>	<b>12,216</b>