



TODMORDEN TOWN COUNCIL

REPORT TO THE AMENITIES COMMITTEE

REPORT AUTHOR	Colin Hill – Town Clerk and Responsible Financial Officer (RFO)
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Date	22ND January 2020
SUBJECT	Discretionary Grants Policy

PURPOSE:

1. To present for Members consideration a revised Grants Policy and ancillary documentation.
2. To seek Members approval to submit this Policy to Full Council subject to any amendments that may arise from this meeting.

BACKGROUND:

3. Members have already had the opportunity to consider the policy in previous draft forms and amendments proposed have been included within the current document.
4. Members have not had the opportunity until now to consider the ancillary application forms and feedback form.
5. Todmorden Town Council has a proactive approach to helping local organisations through the use of Grants and supports many diverse areas of activity within Todmorden.
6. Numbers of applicants and the funds allocated toward these good local concerns have tended to increase year on year, to the extent that often the start of the year budget is exceeded.

7. Increased budgets have then been agreed that have the effect of reducing the Councils general reserves, at a time when other priorities are also being supported by Members that have financial implications.
8. Members wish to continue supporting a range of local organisations but recognise the need to operate within the financial constraints of the Council's overall budget.
9. It is with these aims in mind that a revised policy has been drawn up for Members to consider that:-
 - a. Evenly spreads the award of grants, so that funds are not used up mid - year that then require further calls on the budget.
 - b. Introduces the philosophy for regular grant seekers to start to be more sustainable, by expecting a contribution to be made from within their own resources, rather than heavy reliance on the Council.
 - c. Introduces a scaled level of contribution relative to the amount of grant sought.
 - d. Introduces a lesser level of contribution/compliance for smaller "start-up" grants in order to help new concerns become established.
 - e. Provides greater clarity to Members and the Public about the underlying criteria and purpose of why we award these grants .
 - f. Defines the purpose more in line with our vision and objectives as defined within our emerging Neighbourhood Plan.
10. Once this has been adopted by Full Council, all previous applicants over the last three years will be sent a covering letter outlining the rationale behind the changes, and details of the new policy and criteria. Up to date forms will then be placed on to our web site.

RECOMMENDATION:

11. That Members consider the ancillary documents and advise of any amendments to be made.
12. That Member approve the Discretionary Grants Policy for submission to Full Council for formal adoption.

REASONS FOR RECOMMENDATION

13. To provide the opportunity to review ancillary documentation
14. To agree for the Policy to be sent to Full Council for adoption

POLICY IMPLICATIONS:

15. The award of Grants is a key activity of the Town Council and this provides an overarching Policy by which to validate applications.

DETAILS OF CONSULTATION:

16. None at this stage.

CLIMATE CHANGE

17. The Policy introduces a specific grant purpose “Climate Change” in order, through the Grants process, to consider applications that are aimed at reducing the impact of Climate Change. Feedback forms also introduce some comment about how the project has also sought to minimise the impact of their project on “Climate Change”.

EQUALITY IMPACT ASSESSMENT

18. Each application will be considered in terms of its impact on Equality.

SUPPORTING PAPERS:

19. Appendix 1 - Discretionary Grants Policy
Appendix 2 - Small Grants Application Form
Appendix 3 - Start up Grants Application Form
Appendix 4 - Small Grant Awards Feedback Form

FURTHER INFORMATION, PLEASE CONTACT: Colin Hill