

Delegated authority officer decision notice Berinsfield Revenue Grant Awards

Decision made by	Adrianna Partridge, Deputy Chief Executive
Lead officer contact details	Jayne Bolton, Community Wellbeing Manger Jayne.bolton@southandvale.gov.uk 07717 271911
Decision (Keep this succinct)	<p>1) To approve the revenue grant awards for the Berinsfield grant scheme, as attached at Appendix One.</p> <p>2) To approve additional conditions for the revenue grant awards as attached at Appendix Two.</p> <p>3) To delegate the approval of the revenue grant performance targets for the awarded organisations to the Community Wellbeing Manager.</p>
Key decision? (see notes below)	Yes, officer key decision, due to the value of awards being over £25,000.
If key decision, has call-in been waived by the Scrutiny Committee chair(s)?	No
Confidential decision, and if so under which exempt category?	No
Delegated authority reference from the constitution	<p>On 30 September 2021 Cabinet resolved to: Authorise the interim head of policy and programmes, in consultation with the head of finance and cabinet member for economic development and regeneration, to set out a strategic framework and approve the policies and procedures evaluation/scoring criteria and weightings for revenue and capital grant programmes.</p> <p>On 1 April 2022, the interim head of policy and programmes approved the policy via delegated authority, setting out the approvals process following officer recommendations and the independent advisory group.</p> <p><i>The head of policy and programmes in consultation with the head of finance and the cabinet member for community wellbeing will consider officers suggested scores and recommendations for each application and determine the grant applications.</i></p> <p>The amendment to the community wellbeing was due to the conflict of interest held by the Cabinet Member for Economic Development and Regeneration.</p>

<p>Risks</p>	<p>This scheme is very heavily oversubscribed with requests of £487,774¹ against the budget of £225,000.</p> <p>The recommendation offers a sharing of the budget across all applications received to support these organisations to improve facilities in Berinsfield. The projects will not be fully funded and may have to scale back the service they would provide for the funding they receive.</p> <p>There is also a risk that the organisations who receive an award may not deliver the revenue targets they proposed or indeed agree to, therefore the council may not feel it is getting value for money.</p> <p>In line with the policy, all organisations will sign up to our standard conditions and some organisations have specific conditions to further protect the councils' funds; attached at Appendix Two. The standard conditions also allow the council to change the payment schedule, or to withhold or reduce a revenue grant payment for failing to meet agreed monitoring targets.</p> <p>Further mitigation in line with the policy is set out below.</p> <p>Therefore, the risks are considered acceptable with the processes in place.</p>
<p>Reasons for decision</p>	<p>Background</p> <p>In April 2022, the Berinsfield Grant Scheme Policy was approved with a budget of £225,000 for revenue projects up to a period of five years and £120,000 for capital projects that will be awarded under a separate delegated authority.</p> <p>The grants scheme opened for applications on 6 April and closed on 17 June 2022, receiving nine revenue applications to the value of £637,410. Organisations were able to apply to both the revenue and capital elements of the scheme.</p> <p>Scoring and approving wards</p> <p>At the Independent Panel Meeting (24 August 2022), the Panel reviewed the officers scores in line with the policy criteria and their expert knowledge of Berinsfield. From the nine applications to the revenue scheme, the Panel recommended two organisations were a high priority for funding, and seven as medium priority. No applications were considered low priority for funding.</p> <p>As some organisations only just scored enough points to be considered a medium priority and others were almost a high priority, the medium projects were broken into further bandings of medium-high, medium-medium and medium-low.</p> <p>It is important to use the scoring formula to help deliver the best</p>

¹ the maximum request allowed after adjustments to take account of the organisation's annual running costs, any double funding from the Revenue grant scheme 22/24 and ineligible costs.

	<p>outcomes for the Berinsfield residents and support its local projects.</p> <p>Releasing Revenue payments and setting targets All organisations will sign the standard conditions due to the value of their annual award; no legal agreements are required. We will pay revenue grants of over £10,001 annually up to a five-year period in two equal stages. Grants of up to £10,000 annually will be paid in full. In both instances we will release their first payment upon receipt of a valid signed acceptance, standard conditions and agreeing their monitoring targets.</p> <p>All organisations submitted draft outcomes/targets as part of their application to help measure the success of the service/activities for each year over the period of the grant. These will be reviewed by officers in consultation with the organisation to reflect the level of funding being awarded, then approved by the Community Wellbeing Manager.</p> <p>Ongoing six monthly or annual monitoring meetings (depending on the value of award) will be held with the organisations throughout the period of the grant. Officers will also have informal meetings with the organisations to further develop relationships and provide support.</p> <p>Note: organisations can refuse to accept the grant award offered.</p> <p>Additional conditions of award Additional conditions of award to further safeguard the councils' funds can be found at Appendix Two.</p>
<p>Alternative options rejected</p>	<p>To approve the revenue grant awards for Berinsfield Grant scheme, in line with the policy to award high priority scoring projects 100 per cent of their maximum award.</p> <p>The issue with this option is that as there are two high scoring priority projects that could be fully funded and awarded collectively £180,003, leaving just £44,997 of the budget to fund the remaining seven organisations. Five of these requested five years of funding and the remaining two are for three years. Rejecting this option ensures that the aim of the Berinsfield grant scheme 'to fund community projects, services and initiatives to support community partners in delivering the best outcomes for Berinsfield residents' is met by supporting a wider remit of organisations.</p>
<p>Climate and ecological implications</p>	<p>An additional condition will be added to have discussions as part of annual revenue monitoring with the grant recipients, about their commitment to climate action in general, and how they may make positive contributions to the climate emergency across their work and organisation.</p>
<p>Legal implications</p>	<p>The recommendation although in line with policy, it is less visible than the rejected option and further thoughts are set out below to demonstrate how this option is compatible with the policy.</p> <p>The Head of Policy and Programmes, in consultation with the Head of Finance and Cabinet Member for Community Wellbeing have</p>

	<p>discretion to “determine” the final outcome of the applications. The ability to “determine” the application coupled with the clear policy statement* set out below have potential to be sufficient to give the decision makers power to change the percentages in accordance with and for the specific reasons set out in the decision, which do not seem unreasonable and made in fairness to all successful applicants. This being in line with public law decision making. Additionally, the scoring criteria is clear in referencing that “all awards are subject to sufficient budget.”</p> <p>*Policy statement: “competition for the grant means that not all applicants will be successful in securing funding applied for”.</p> <p>Additional support for the decision can be found in delegation 5.7 to the head of policy and programmes of the constitution – “to change the percentage of a grant award in line with the grants policy” in consultation with the cabinet member for grants which in this case will need to be cabinet member for community well-being in accordance with approved policy; and being the source of the decision-making power.</p> <p>Any grants in excess of £100,000 are subject to transparency under the Subsidy Control Act 2022 section 33 and so must be published on the database within six months of the date the grant is made.</p>			
Financial implications	£345,000 is available in the revenue budget cost centre CA20/4700 to fund the awards from this scheme for both the revenue and capital grant awards £225,000 was allocated for revenue projects and £120,000 for capital projects, which will be awarded under a separate delegated authority.			
Other implications	N/A			
Background papers considered	Board papers for the scheme			
Declarations/ conflict of interest?	None			
Consultees		Name	Outcome	Date
	Legal legal@southandvale.gov.uk	Rameesh Chowdhary	See comments in the legal implications section.	23/09/22
	Finance Finance@southandvale.gov.uk	Nicole Tyreman	Note monies are grant funded by Homes England, but no other comments to make.	26/09/22
	HR hradminandpayroll@southandvale.gov.uk	n/a	n/a	n/a
	Climate and	Jessie	Option 2 would be	23/09/22

	biodiversityclimateaction@southandvale.gov.uk	Fietch	preferable. Would welcome the introduction of discussion of climate issues at the annual revenue meetings.	
	Equalities@southandvale.gov.uk	Lynne Mitchell	Support the recommendation as this option allows more organisations a larger portion of funding which will help the wider community.	27/09/22
	Risk and insurance risk@southandvale.gov.uk		No comments provided.	
	Communications communications@southandvale.gov.uk		Both options have comms challenges, but comms can be prepared for both.	23/09/22
	Senior Management Team ExecutiveSupportSAV@southandvale.gov.uk	N/A		
	Cabinet member	Cllr Filipova		
	Ward councillors	Cllr Bennett		
Decision maker's signature To confirm the decision as set out in this notice.	Signature: Adrianna Partridge Date: 3 October 2022			

IMPORTANT NOTES TO OFFICERS:

1. You need to ask your head of service (or above) to determine whether this is a key decision. The constitution specifies a key decision as a decision of Cabinet, an individual Cabinet member or an officer acting under delegated powers, which is likely to:
 - (a) incur expenditure, make savings or to receive income (except government grant) of more than £75,000; or
 - (b) award a revenue or capital grant of over £25,000; or
 - (c) agree an action that, in the view of the chief executive or the relevant head of service, would be significant in terms of its effects on communities living or working in an area comprising more than one ward in the area of the council.

2. If this is a key decision (as defined in paragraph 1 above), immediately after it is signed off, send it to democratic.services@southandvale.gov.uk to allow the

councillors' scrutiny call-in procedure to commence. You cannot implement a key decision until the scrutiny call-in procedure has been completed. You will receive a copy of the email to councillors. Check with Democratic Services after the close of the call-in period to see if the decision has been called-in.

3. If this is a key decision but the Scrutiny Committee Chair(s) has waived call-in, immediately after it is signed off send it to democratic.services@southandvale.gov.uk to allow councillors to be informed that a key decision has been made and scrutiny call-in waived. You may then implement the decision without further delay.
4. If this is a non-key decision, save this decision notice to your network drive for audit purposes (Democratic Services do not need a copy). You may implement the decision immediately.