

## CABINET – 19TH SEPTEMBER 2019

### Report of the Head of Neighbourhood Services Lead Member: Councillor Deborah Taylor

#### Part A

#### ITEM 7 CHARNWOOD GRANTS – ROUND TWO – 2019/20 COMMUNITY FACILITIES AND COMMUNITY DEVELOPMENT AND ENGAGEMENT GRANT APPLICATIONS

##### Purpose of Report

To enable Cabinet to consider applications received for funding in round one of the Community Facilities and Community Development and Engagement Grants schemes for 2019/20.

##### Recommendations

1. That the following Community Facilities Grant be awarded:
  - £20,000 to John Storer House towards the modernisation of their toilet facilities and installation of a Changing Places facility.
  
2. That the following Community Development and Engagement Grants be awarded:
  - £600 to Miller and Peverill Residents Association Sileby towards running costs;
  - Up to £2,292 to The Bridge (East Midlands) towards a canvas bag initiative (to be funded through the Community Development and Engagement Environmental grant scheme);
  - £9,000 to Sustainable Land Trust towards a “Branching out” project (£8,000 to be funded through the Community Development and Engagement grant scheme and £1,000 to be funded through the Community Development and Engagement Environmental grant scheme);
  - £4,500 to Albert Street Artists towards rent and running costs (£2,250 to be funded through the Community Development and Engagement Grant scheme, and £2,250 to be funded through the Loughborough Community Grants scheme);
  - £3,500 to the Loughborough Wellbeing Project towards a volunteer development project (£1,750 to be funded through the Community Development and Engagement Grant scheme, and £1,750 to be funded through the Loughborough Community Grants scheme);
  - £9,000 to Loughborough Generator CIC towards “The Generator History” project (£4,500 to be funded through the Community Development and Engagement Grant scheme, and £4,500 to be funded through the Loughborough Community Grants scheme);

- £5,000 to The Baldwin Trust towards a marketing project “Sailing into new waters”;
  - Up to £7,000 to Shelthorpe Community Association towards an indoor gardening project (£5,000 to be funded through the Community Development and Engagement Environmental grant scheme, and £2,000 to be funded through the Loughborough Community Grants scheme);
3. That the following Community Facilities Grant applications be deferred:
    - Syston Band - £732 requested – applied for funding towards the cost of a Feasibility Study for the replacement of a portacabin.
  4. That the following Community Facilities Grant applications be declined:
    - Loughborough Sea Cadets - £2,000 requested – applied for funding towards the replacement of a portacabin;
    - King George’s Field Charity - £12,000 requested – applied for funding towards modifications to create a Parish/Charity office.
  5. That the Head of Neighbourhood Services be given delegated authority to finalise the terms and conditions of the awarded Community Facilities and Community Development and Engagement Grants.

### Reasons

1. To provide financial support to organisations which meet the criteria of the Community Facilities Grants scheme in terms of community and organisational need.
2. To provide financial support to organisations which meet the criteria of the Community Development and Engagement Grants and Environmental schemes in terms of community and organisational need and to use funding provided through the Loughborough Grants scheme to support projects in Loughborough.
3. To enable further work to be undertaken with the applicant to see whether the application can be improved and strengthened.
4. To decline to provide financial support to organisations which do not meet the criteria for the award of a grant under the Community Facilities Grant scheme.
5. To enable the grants awarded to be finalised and appropriate information to be supplied to the Council about the outcomes of the project.

### Policy Justification and Previous Decisions

The Council’s Corporate Plan 2016-20 makes a commitment to make sure that Charnwood is a great place to live for families by creating a safe, secure and caring environment and to provide opportunities for participation in social, leisure and cultural

activities and in community life. It aims to make Charnwood an attractive place for all by funding community groups and providing a range of diverse opportunities and events.

The Council's Corporate Plan 2016-2020 was approved by Council on the 29<sup>th</sup> February 2016. A review of the existing grants criteria was undertaken at this time and it was concluded that the existing criteria were still appropriate and aligned with the priorities of the Corporate Plan 2016-2020.

### Implementation Timetable including Future Decisions and Scrutiny

The Community Development and Engagement Grants considered in this report will be released, providing they are approved, once the applicants have met any required payment conditions. Grant payment terms will be on a grant by grant basis, depending on the nature of the organisation/project and level of grant awarded. Payment may be made in stages, and copy invoices, or proof of project expenditure, requested.

### Report Implications

The following implications have been identified for this report.

### Financial Implications

#### *Community Facilities Grant Funding*

The balance remaining for the Community Facilities Grants budget after Round 1 2019/20 was £68,961. Since the last Cabinet meeting for Grants on 6<sup>th</sup> June 2019, a couple of Community Facilities Grants that had remained unclaimed have now been withdrawn, and a couple of grants paid were less than originally awarded, leaving the balance at £81,173. This Round 2 2019/20 report recommends that one application is supported, totalling £20,000, leaving a balance therefore of £61,173 for future rounds of Community Facilities Grants.

#### *Community Development & Engagement Grant Funding*

The 2019/20 budget for Community Development and Engagement Grants is £66,500. The balance after Round 1 was £53,000.

This Round 2 report recommends that eight applications are supported totalling £40,892, with £22,100 of this amount being funded through the Community Development and Engagement grants scheme, £10,500 being funded through the Loughborough Community grants scheme and £8,292 being funded through the Environmental Grants Scheme. This will leave a balance of £30,900 for Community Development and Engagement Grants.

#### *Loughborough Community Grant Funding*

Cabinet at its meeting on the 21<sup>st</sup> January 2016 (min 93) approved the recommendation that the Head of Neighbourhood Services be given delegated authority to allocate any grant budget for schemes in Loughborough that are funded through the Loughborough Special Expenses between the Loughborough Community Grants fund (maximum £2,000) and a budget within the Community Development and

Engagement Grants fund (maximum £10,000) ring-fenced for schemes based in Loughborough. This was to enable the budget for funding schemes in Loughborough to be more flexibly allocated between large and small applications.

The intention as outlined above is to allocate a total of £10,500 from the Loughborough Community Grants budget towards Loughborough based projects submitted by Albert Street Artists, Loughborough Wellbeing Café, Loughborough Generator CIC, and Shelthorpe Community Association.

*Community Development and Engagement - Environmental Grant Funding (External funding provided by Serco)*

Serco have agreed to provide £20,000 per year to Charnwood Borough Council (CBC) for grants to projects that deliver environmental outcomes. They have made a commitment to provide this funding for three financial years (2017/18, 2018/19 and 2019/20).

The ring-fenced budget for environmental projects in 2019/20 is £23,060, as the underspend of £3,060 from 2018/19 is available, as the external funding is ring fenced for this purpose. It is recommended to award a total of £8,292 for applications for projects which have been received in Round 2 for 2019/20 which have an environmental aspect, therefore the balance is now £14,768.

For all grants schemes once a grant has been awarded the recipient has 12 months in which to complete their project and draw down the grant funding. Therefore it is expected that the above grants will be drawn down over the next 12 month period, i.e. during both 2019/20 and 2020/21, dependent upon when the projects start, reach agreed milestones and are completed.

Risk Management

The risks associated with the decision Cabinet is asked to make and proposed actions to mitigate those risks are set out in the table below.

Risk Identified	Likelihood	Impact	Overall Risk	Risk Management Actions Planned
Grants do not deliver the objectives of the Grants scheme	Remote (1)	Minor (1)	Very Low (1)	The grants have been assessed against the criteria and will be supported with appropriate monitoring information.

Equality and Diversity

There is a requirement in the grants criteria for each organisation that applies to either have their own Equal Opportunities Policy or provide a statement that the organisation will abide by the Council’s Equal Opportunities Policy.

In addition an Equality Impact Assessment has been completed and attached at Appendix 2.

## Crime and Disorder

The grants criteria specifically cover crime and disorder with projects needing to outline how the proposed project reduces the impact of crime and anti-social behaviour and promotes stronger, cohesive and balanced communities.

## Sustainability

Many of the grants criteria are concerned with sustainability.

Key Decision: Yes

Background Papers: None

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## **Part B**

### Charnwood Community Grants Criteria

1. At its meeting on 12th April 2012, Cabinet agreed the revised Community Grants Criteria to reflect the changes in the Council's Corporate Plan.

The Council's new Corporate Plan 2016-2020 was approved by Council on the 29<sup>th</sup> February 2016. A review of the existing grants criteria has been undertaken and it was concluded that the existing criteria was still appropriate and aligned with the priorities of the new Corporate Plan 2016-2020.

### Community Facilities Grants

2. The criteria include the following:
  - That the maximum amount awarded would be £20,000 (was previously £30,000) for projects that link well into the Council's Corporate Plan and can achieve wider community benefits.
  - That the scheme would support up to 50% of the cost of feasibility studies, with an upper limit of £5,000.
3. Schemes are scored using an assessment matrix which looks for:
  - Well prepared schemes, with a realistic costing of the work, and projects that are well targeted, have good local support and a strong input from volunteers.
  - Projects that link well into the Council's Corporate Plan and can achieve wider community benefits.
  - Applications from organisations with a strong local base and full accessibility to the community.
  - The need of the community for the facility and the need of the organisation for the funding.
4. The assessment matrix produces a maximum score of 100. A scheme scoring below 30 on the matrix is recommended for refusal and the Grants Panel will provide feedback to the community organisation on the reasons why it was not successful. Where a scheme scores between 30 and 40 on the first assessment the Grants Panel will work with the community organisation to see whether the bid can be improved and strengthened. Schemes scoring 40 and above are normally recommended for approval. However applicants seeking a large grant which scores only just over 40 are advised that they may only receive part of the money they have applied for.

### Community Development and Engagement Grants

5. The criteria include the following:
  - Maximum amount to be awarded is £10,000.
  - Provides funding for projects delivered by the voluntary and community sector
  - Must be available for the wider community

6. All applications are assessed against two measures of need: how the project meets the Council's aims and objectives in meeting identified community needs and the organisational need of grant funding from the Council to enable the project to succeed. Both measures seek to demonstrate the value for money to be obtained in providing grant funding. Twelve criteria are used to assess community need based on the aims and objectives set out in the Corporate Plan.
- How does your project promote stronger, cohesive and balanced communities (in particular encouraging people from different backgrounds to get along together)?
  - How does your project involve volunteers and how will volunteers be supported and developed?
  - How does your project promote and support physical health and well-being (in particular healthy eating, physical activity, sexual health and reduced substance misuse)?
  - How does your project promote and support improved mental health and emotional well-being?
  - How does your project reduce the impact of crime and/or anti-social behaviour?
  - How does your project improve the quality of life of people living in priority neighbourhoods?
  - How does your project improve the well-being of residents through acknowledging their diverse needs?
  - How does your project enable children, young people and older people to make a positive contribution to the communities in which they live?
  - How does your project enable older people to live independent lives?
  - How does your project promote access of local people to green spaces and the countryside?
  - How does your project add value to Charnwood's commitment to reduce the impact of climate change?
  - How does your project help promote local businesses to prosper and develop vibrant towns and villages, and support rural enterprise?
7. Five criteria are used to assess the need for the Council to provide grant funding. Organisations must demonstrate that their projects are prepared and managed well and will be encouraged to explore other funding sources where appropriate.
- Has a realistic total cost and timetable for the project been identified after being researched, for example through obtaining quotes or using reliable information from previous years?
  - Have efforts been made to obtain other funding to enable the project to begin and is the amount sought from the Council necessary to secure match funding or because other sources of funding are not available?
  - What balances and reserves are available and has using these to fund the activity been considered?
  - Is the proportion of the cost of the project the Council is being asked to fund justified?

- No specific geographically based conditions or targets are applied to grant awards but the geographical distribution of grants across the Borough is taken into account.

8. Applications are assessed qualitatively against these criteria and rated high, medium or low. These ratings are converted to a score on the following basis which rewards those applications which rate highly in meeting community need and provide a maximum possible score of 97.

*Table 1 – Conversion of rankings into scores*

Ranking	Community Need Score	Organisation Need Score
HIGH	6	5
MEDIUM	2	3
LOW	1	1
Maximum Score	72	25

#### Levels for funding

Score	Level of funding
Less than 30	Nil
30 – 40	Some of grant funding applied for
More than 40	Most or all of funding applied for

#### Community Facilities Grant Applications

9. Three applications for Community Facilities Grant funding have been received for this round, and a further application which was originally received as a Loughborough Community grant application, has been deemed to be more suited to the Community Facilities grant scheme. All four applications have been assessed against the grants criteria, one has been recommended for approval, one has been recommended for deferral and two were ineligible for funding.

#### **System Band – Not scored - Recommendation to defer**

10. System Band began in the early 1800's as a works concertina band. Over the years the instruments played have changed, along with the name of the band, and System Band, now a local brass band, relocated to its current venue in 2014 at 'The Hut' on System Memorial Park, and currently has 36 playing members. The aim of the band is to advance the education in music of the people in System and the surrounding area, and to encourage the training of players.
11. The organisation is applying for funding towards the cost of a feasibility study for the replacement of their existing portacabin headquarters, which is now unsuitable for use. The replacement of the cabin is an urgent objective of the band within the next 12 months. Due to the present condition of the portacabin, the band finds it difficult to retain players and invite new players, including youth musical training. It is proposed that the new facility would become a community "hub", that other community groups could also utilise. The proposed feasibility

study includes a survey and report of the condition of the existing premises, and a demolition (asbestos) survey and report.

12. The benefits of the project include:
  - Provision of modern, up-to-date facilities for all musicians
  - A music “Hub” for all bands in the area, including the youth musical training foundation course
  - Will increase the number of players, by encouraging new members and retaining existing members
  - A new facility open to all groups as a community centre / hub
13. Local Ward Councillors were consulted on the application and all were in favour of a new facility. One of the comments was as follows:

“I have no hesitation in giving this application my full support. The project is to replace an existing building with a Music Hub and Community building and is much needed to support the activity of the youths in the area, offer music and community activity. The existing building is not sustainable for more than 12 months. It is an exciting project which will open up another facility to the whole community.”
14. The application of £732 is for 100% of the total scheme costs. The grants scheme allows for up to 50% of the cost of a project to be awarded.
15. The Panel were unable to score the application and recommends that the application be deferred to a later round, with the applicant either re-submitting an application for funding towards a more robust Feasibility Study, or for funding towards the cost of building work which would include the demolition survey.
16. Whilst the Panel recognise the need for a new facility, they feel that this should have been a joint application with the Town Council, since the portacabin is owned by the Town Council. The Panel did not understand the need for a Feasibility Study to look into the condition of the existing building and the demolition survey, and would have instead expected that a Feasibility Study would include information not only relating to the cost of removal of the old building, but detail in relation to the proposed new building, along with associated costs, options on how it would be funded, how it would be used, the governance arrangements, the proposals re a community access agreement, and a business plan.

### **Loughborough Sea Cadets – Not scored - Recommendation to decline**

17. The Loughborough Sea Cadets were established in 1939, and the Charity aims to give young people an experience that will help them grow into the person they want to be in a safe and friendly environment. Through various activities and adventures, they learn teamwork, respect, loyalty, self-confidence, commitment, self-discipline, honesty and to be the best version of themselves. There are 29 Sea Cadets aged 10-18 years at present and 15 volunteers, and Cadets come from all across Charnwood.

18. The application is for funding towards the replacement of one of the group's portacabins, which is currently being used as a classroom, which has reached the end of its life.
19. The benefits of the project include:
  - Will ensure duty of care to the Cadets;
  - Will provide a warm, safe and dry environment for the Cadets and volunteers.
20. The application of £2,000 is for 15.7% of the total scheme costs of £12,750.
21. The Panel were unable to score the application due to it not being eligible for funding and recommends that the application be declined.
22. The application was originally submitted as a Loughborough Community grant application, however as the project was for a replacement building, the Panel felt that the project did not meet the criteria for a Loughborough Community grant and may be more suited to the Community Facilities grants scheme and offered to explore whether funding from this scheme would be appropriate. The applicant confirmed that the facility would not be open to wider community use, and whilst the Panel recognises the work that is delivered by the Sea Cadets, it does unfortunately mean that the application is not eligible for funding. The Panel would however welcome a further application from the organisation to the Loughborough Community grants or Community Development Engagement grants scheme for a future project or event.

### **King George's Field Charity – Not scored - Recommendation to decline**

23. King George's Field Charity was established as a Charity in 1938. The Charity's aim is to provide and maintain recreational facilities for the community and works alongside Woodhouse Parish Council.
24. The application is for funding towards the creation of a parish and charity office by modifying part of the former caretaker's house. The works will include the creation of an office and cloakroom, replacement flooring, utilities work, and the purchase of office equipment.
25. Staff are currently located in three separate locations and locating the staff in one place will make it easier for residents and businesses who contact the organisation.
26. The benefits of the project include:
  - Improvement of collaboration between staff, and between staff and cllrs;
  - Providing a focal point for community contact;
  - The existence of a public facing office will increase the ways in which the organisation and community interact;
  - Increasing efficiency of the organisation.

27. The Local Ward Councillor was consulted on the application, and his comments were as follows:
- “In my view by having this new proposed facility within the village, they will be able to deliver services by having face to face contact and communication links that will be of benefit to the local community. I agree that this project will improve efficiency, by having one location delivering the service which, in my view, will be a major benefit for residents of all ages when accessing the services provided locally. There may also be an opportunity for Charnwood Borough Council to provide information about recreational activities that they provide from time to time in the local area.”
28. The application of £12,000 is for 50% of the total scheme costs of £24,000.
29. The Panel were unable to score the application due to it not being eligible for funding and recommends that the application be declined.
30. Whilst the Panel noted the benefits that the project would bring to the organisation, as the application is for building works for the creation of a Parish/staff Office and would not create a useable community facility, it means that the application does not meet the criteria of the scheme.

**John Storer Charnwood - Score 58.6 - Recommendation to award up to £20,000**

31. John Storer Charnwood is an independent Charity and has been serving the communities of Charnwood for over 50 years, providing high quality services for some of the most vulnerable people of Loughborough and surrounding areas from John Storer House, which is a multi-faceted community centre. John Storer Charnwood is a not for profit organisation and all income from sold services is reinvested back into the services offered.

The organisation provides the following:

- Volunteering opportunities for approx. 176 people;
- Wellbeing, leisure and social activities both on and off-site for approx. 63 adults with learning disabilities and for older people;
- A role within the wider Voluntary and Community Sector in Charnwood, disseminating information and advice through their VCS Forum and through regular networking, also promoting volunteering for organisations throughout Charnwood and sourcing and hosting training for VCS groups;
- A café which is open 5.5 days a week providing fresh, high-quality home-cooked food at a reasonable price. The café is a valuable social space where people come to meet and chat and make friends;
- Works in partnership with Loughborough Town of Sanctuary who welcome up to 200 people who are required to report at the Home Office Immigration Reporting Centre in Loughborough each day. They offer information and vouchers for food and drink in John Storer House;
- Room hire – there are a number of rooms of differing sizes available to hire to local businesses, community groups and statutory organisations;

- Transport services for adults with learning disabilities and older people. This can be through their wheelchair accessible minibuses or from their volunteer drivers.

32. The application is for funding towards substantial improvement to the toilet facilities in John Storer House. The existing toilets are not fit for purpose, they are old, run down and not DDA compliant. They have secured a 'Changing Places' grant from Leicestershire County Council for £29,784 towards a fully accessible disabled toilet with shower, hoist, changing bench, DDA toilet and washhand basin and all ancillary equipment and installation, however the grant cannot to be used for any building, plumbing, electrical or decorative purposes. The organisation is therefore looking for additional funding to match this secured grant. At the same time they would like to make changes to the existing toilet facilities to bring them up to a better standard. The improvements will benefit approx. 1000 members of the public per week, 132 volunteers and 24 members of staff.

The project includes the following:

- Preparation for 'Changing Places' fully Accessible Toilet installation, with hoist and changing table;
- The decommissioning of the existing Ladies Toilet and conversion to Wheelchair Store;
- Convert existing Gents Toilet to single-use gender neutral toilet;
- Existing Accessible Toilet – upgrade single use accessible gender neutral toilet;
- Decommission Existing Mens Toilet convert to Store Room;
- Convert existing Ladies Toilet to single-use Gender Neutral toilet;
- Existing Accessible Toilet – upgrade single-use accessible gender neutral toilet.

33. The benefits of the project include:

- Beneficial to developing the business, café, room hire, and rental with the potential for reinvesting in their charitable purpose;
- Will encourage future charitable enterprise;
- Will ensure a high standard of customer experience;
- Will significantly increase DDA access to existing toilets
- Will be accessible to all.

34. The application of £20,000 is for 30.8% of the total scheme costs of £64,964.

35. The Panel scored this scheme at 58.6 and recommends that a grant of up to £20,000 be awarded, subject to the applicant providing further detailed quotes.

36. The application scored very highly against the criteria of the scheme, and the Panel were particularly supportive of the Changing Places facility which is much needed in the town centre.

## Community Development & Engagement Grant Applications

37. Eight applications were received for funding in Round 2 for 2019/20. Eight applications have been assessed against the criteria, and eight have been recommended for approval.

### **Miller and Peverill Residents Association – Score 30 - Recommendation to award up to £600**

38. Miller and Peverill Residents Association was established in May 2018 to work on behalf of residents who live on the newly developed Miller and Peverill housing estate in Sileby. The Residents Association is engaged with issues specific to living on the housing estate as well as the maintenance of nearby parkland used by the wider village. The Residents Association meets on a bi-monthly basis to discuss how to impact on the maintenance of the local parkland and has engaged with local contractors working on behalf of the land owner to improve soil quality, park design and planting of additional flower beds.
39. The organisation is applying for funding towards general running costs, including a new laptop, printer and ink for group administration, Facebook page maintenance, promotion of events/printing costs, plants and flowers, and meeting room hire.
40. The benefits of the project include:
- Ensuring that residents have access to well maintained parkland for recreational activities;
  - Regular meetings and events ensure community cohesion, and prevent residents from feeling isolated;
  - Work with Neighbourhood Watch and the PCSO reduces potential for crime;
  - Increases awareness of the environment, through encouraging families to get involved with planting/gardening.
41. The Local Ward Councillors were consulted on the application, with both Councillors supportive of the application. One comment received was as follows:
- “I fully support this application. The residents have been blighted with problems of ASB and acts of vandalism and I truly believe that Residents Associations create a better environment for people to interact with other residents.”
42. The application identifies strong links with the following aims and objectives set out in the Council’s Corporate Plan:
- Promotes stronger, cohesive and balanced communities;
  - Promotes access of local people to green spaces and the countryside.
43. The application of £2,000 is for 100% of the total scheme costs.

44. The Panel scored this scheme at 30 and recommends that a grant of up to £600 be awarded towards the running costs, plants and flowers, meeting room hire, promotion and printer ink only.
45. The Panel are supportive of this new residents' group, and wish to assist with funding towards the general running costs, however are not able to contribute towards the cost of a laptop and printer. The Panel would encourage the group to measure the level of community engagement, and report numbers attending the meetings in their End of Project monitoring report, along with activities delivered.

#### **The Bridge (East Midlands) - Score 39.6 - Recommendation to award up to £2,292**

46. The Bridge (East Midlands) is dedicated to helping those who are homeless or in housing crisis, believing that everybody has the right to safe and secure homes. They worked with 4,986 referrals in the 2018/19 period, and 94% of their clients said their interventions successfully prevented or relieved their homelessness. They provided holistic support to local people who needed it most. This included providing food parcels and Charnwood Welfare Provision, Advice Services, Young People's Services to help prevent youth homelessness, Support Services, and more.
47. The Bridge recognises that struggles do not end with just a roof and a bed, and believe that everybody, no matter what their circumstances, has a right to food and hygiene products. In 2018/19, they provided 737 food parcels to local people. Whilst their vital food parcels are packed with meals and hygiene items, including tinned goods, ambient food, shower products, toilet rolls and more, they are currently provided in plastic shopping bags. These are not only expensive, at 5p per bag, but their disposability and stretch also poses a health and safety risk when carrying heavy items such as tins and cans. These vulnerable clients, who cannot afford basic items such as backpacks or carriers, will also rely on these bags to be re-usable long-term. In a world quickly becoming irrevocably damaged by non-recyclable waste, they want to carry on helping families and individuals through their toughest financial times without the use of pollutive plastic bags. At a time when climate change is reaching a critical point and oceanic wildlife is threatened by discarded plastic, they believe there is no better time to change their system to become a more environmentally-friendly and sustainable organisation.
48. The organisation is applying for funding towards the cost of 1,000 re-usable canvas shopping bags for the first year of this initiative (allowing for a possible increase in numbers). Whilst it is recognised that the cost of providing food parcels in canvas bags is substantially more costly than 5p plastic bags, the durability and long-term re-usable benefit to clients as well as the undeniable environmental benefit, ensures cost-effectiveness. The organisation will limit expenditure by asking clients to return with their bags. By logging clients who take canvas bag food parcels on their system, they will ask them to return with their canvas bag when requesting future food parcels, consolidating a cycle of re-usability, and whilst they will not turn away clients who have lost or broken their bags, clients will be clearly informed that, for future food parcels, they should return with their canvas bag.

49. The benefits of the project include:
- Reducing their contribution to the level of plastics in landfill;
  - Providing food parcels in sturdy, strong canvas bags will eliminate health and safety risks, provide clients with re-usable and handy carrier bags of higher quality and continue the provision of an essential Food Bank service, all whilst helping the environment;
  - Reusability of higher quality goods for vulnerable people who cannot afford to buy their own.
50. The application identifies strong links with the following aims and objectives set out in the Council's Corporate Plan:
- Promotes stronger, cohesive and balanced communities;
  - Improves the quality of life of people living in priority neighbourhoods;
  - Adds value to Charnwood's commitment to reduce the impact of climate change.
51. The application of £2,292 is for 100% of the total scheme costs.
52. The Panel scored this scheme at 39.2 and recommends that a grant of up to £2,292 be awarded through the Community Development and Engagement Environment grant scheme, subject to the organisation clarifying their VAT position.
53. The Panel feel that this is a strong application that meets the re-use/re-cycle criteria of the Community Development and Engagement Environment grant scheme, and is addressing the current environmental issue of reducing the use of plastic.

**Sustainable Land Trust – Score 43.8 - Recommendation to award up to £9,000 (£8,000 to be funded through the Community Development and Engagement Grant scheme, and £1,000 to be funded through the Community Development and Engagement Environment grant scheme)**

54. The Sustainable Land Trust was set up in 2014 to bring people closer to their natural environment and to demonstrate the services and benefits that nature provides to support society. The organisation uses skills with experienced educators, sustainability experts, and community development professionals to identify innovative and exciting ways to improve biodiversity and sustainably get the most social and economic benefits from nature. They work mainly across rural landscapes to improve the lives of disadvantaged and vulnerable people and communities.

They work in several ways to bring people and nature together:

- Green gym activities that involves practical hands on work to improve general health and fitness (forestry, conservation, rural crafts, construction, horticulture);

- Education, research, and training to improve knowledge, skills, cognitive development and progression, and to build the capacity of others to make improvements in their own communities or landscapes;
- Personal support to enable people to achieve their goals and build confidence;
- Nature based interventions to improve mental health through small group and one to one support;
- Improvements in quality of life through improvements in spaces and communities (e.g. community development, neighbourhood planning);
- Skills training to improve social and economic outcomes;
- Bringing communities together through nature based activities and projects to help address specific environmental issues and promote the value that nature provides to society (e.g climate change, biodiversity loss/fragmentation, value of ecosystem services);
- Linking people to their cultural roots through heritage crafts, stories and activities;
- Improving nutrition through involvement in growing, foraging and cooking;
- Innovation and demonstration to showcase good sustainable land practice.

55. This application is for funding towards a project that has been developed as a result of their involvement with the Charnwood Landscape Partnership and Charnwood Borough Council, recognising the need for communities to engage positively with Charnwood Forest in order to reap the benefits of nature, and ensure a sustainable future for the management of its key sites through greater community involvement. The Partnership are in the process of submitting a funding application to the Heritage Lottery Fund to develop a five year programme of activities that will protect and improve the natural heritage of Charnwood Forest and promote community involvement. In the meantime, they have been given the opportunity by Charnwood Borough Council to use the Outwoods to deliver training, work experience, and health and wellbeing activities for the benefit of the community and the most vulnerable members of the Charnwood area. Their aim is to promote community cohesion and provide skills to allow vulnerable adults and young people, community representatives, and volunteers to learn new skills to monitor and manage the natural environment and benefit from the services that ecosystems provide to health and wellbeing. Their focus is to benefit several priority neighbourhoods by providing skills and activities that can be used within their own communities to address social and environmental problems.

The project will be delivered over 45 weeks for half a day per week (to include school holidays) and will provide transport to and from the Outwoods picking up in Syston, Thurmaston, and Mountsorrel. The project will design and deliver a programme that includes following activities:

- Biodiversity identification and monitoring throughout the period;
- Practical conservation work designed to address issues with obesity and lack of physical activity;

- Activities specifically targeted at improving mental health – nature based crafts and arts;
- Foraging and identification of plants that have health benefits – to improve awareness of how nature provides nutrition and medicinal benefits to society;
- Green therapy to improve outcomes for vulnerable adults and young people;
- Training and activities specifically relating to promoting knowledge and skills relating to understanding and monitoring climate change.

56. The benefits of the project include:

- Creation of a group of vulnerable adults and young people who benefit regularly through the engagement with the natural environment;
- Improvements in mental and physical health and wellbeing of people engaged with activities;
- Increased skills in climate change and biodiversity monitoring that will benefit the priority neighbourhoods;
- Increased levels of volunteering;
- Promotion of intergeneration working, helping to reduce loneliness and create stronger social bonds between younger and older people.

57. The application identifies strong links with the following aims and objectives set out in the Council's Corporate Plan:

- Promotes stronger, cohesive and balanced communities;
- Promotes and supports improved mental health and emotional well-being;
- Promotes access of local people to green spaces and the countryside;
- Adds value to Charnwood's commitment to reduce the impact of climate change.

58. The application of £9,764 is for 88.6% of the total scheme costs of £11,024.

59. The Panel scored this scheme at 43.8 and recommends that a grant of up to £9,000 be awarded. (£8,000 to be funded through the Community Development and Engagement Grant scheme, and £1,000 to be funded through the Community Development and Engagement Environment grant scheme).

The grant funding is subject to the following:

- Further clarification/breakdown of the costs;
- Further information as to how the sessions would work, where people would be referred from, how many individuals would benefit, whether participants will be charged a small fee, and how the project will be sustained;
- A meeting between Charnwood Borough Council Officers from various departments and the applicant, so that all parties are aware of the project and are able to work together to ensure there is no duplication.

60. The Panel feel that this is a strong project which makes use of the Outwoods and has good projected outcomes. It is positive that people from Thurmaston,

System and Mountsorrel will be encouraged to visit the Outwoods, which is an area they may not have had the opportunity to visit before.

**Albert Street Artists – Score 34.6 - Recommendation to award up to £4,500 (£2,250 to be funded through Community Development and Engagement grants, and £2,250 through the Loughborough Community grants scheme)**

61. Albert Street Artists is a self-help, arts therapy group for adult individuals who all have personal experience of long-term mental health issues. The group rent a studio located in the town centre which is easily accessible for members. The organisation attracts people aged between 20-70 years, encouraging the management of their mental health through creativity and peer support. All members have a diagnosed mental health condition and are referred by professionals working within statutory health services. The organisation provides the following for members:

- Emotional and personal support;
- A structured and creative environment for members at the studio four times a week;
- Longer opening hours on Thursdays for members to learn new skills such as pottery and print making;
- Day and residential trips at least twice a year for members;
- A calendar showcasing the artwork of members annually;
- Exhibitions at the studio which are open to the wider public twice a year;
- Wider acknowledgement of the group via leaflets and letters.

62. The organisation is applying for funding towards running costs, including studio rent, overheads/utilities, printing/publicity, materials, workshop events, exhibitions and day trips, to ensure financial security in order to continue the organisation's overall aim to improve the quality of life of individuals suffering from poor mental health and thus minimising the need for national health and social care interventions. Although the group benefits from paying a 'pepper corn' rate of rent, there are limited opportunities to generate alternative income. Because members have personal budgets they are not charged membership fees, but can contribute on a voluntary basis.

63. The benefits of the project include:

- Improving members' ability to cope with poor mental health;
- Increasing members' confidence and ability to cope with daily activities;
- Reducing isolation and helping members form new friendships;
- Reducing the risk of harmful behaviours (alcoholism, other addictions, irregular sleep, loss of routine etc.);
- Increasing opportunities for members to visit new places/meet new people;
- Increasing members' personal and creative skills and knowledge.

64. The application identifies strong links with the following aims and objectives set out in the Council's Corporate Plan:

- Promotes and supports improved mental health and emotional well-being;
  - Improves the well-being of residents through acknowledging their diverse needs.
65. The application of £9,590 is for 88% of the total costs of £10,880.
66. The Panel scored this scheme at 34.6 and recommends that a grant of up to £4,500 be awarded, (£2,250 to be funded through Community Development and Engagement grants, and £2,250 through the Loughborough Community grants scheme).
67. The Panel feel that this is an invaluable group, and although member numbers are fairly small, the group is a lifeline for members, who otherwise may not be able to function in day to day life. Over the last couple of years the group has applied for and been successful in sourcing funding through a variety of sources. In awarding a grant, Charnwood Officers will also provide the ongoing support and mentoring needed. The Council's Voluntary and Community Sector (VCS) Development Officer will be able to assist the group in applying for other funding, and there may also be an opportunity for the group to work with other local organisations, which the VCS Development Officer will also look into.

**Loughborough Wellbeing Centre CIC Ltd – Score 32.2 - Recommendation to award up to £3,500 (£1,750 to be funded through the Community Development and Engagement grant scheme, and £1,750 to be funded through the Loughborough Community grants scheme)**

68. The Loughborough Wellbeing Centre was established in 2014, and operates wellbeing cafés, a gift shop and wellbeing hub. Their aim is to provide support to adults (18 and over) who are recovering from mental health problems in the Charnwood area and to:
- Provide a safe and welcoming place;
  - Increase their self-confidence;
  - Increase their self-care skills;
  - Improve their awareness and encourage access to appropriate support services (signposting);
  - Encourage their participation and involvement at the sessions;
  - Promote and encourage volunteering opportunities;
  - Establish a peer to peer support network;
  - Reduce social isolation;
  - Promote wellbeing and recovery to improve their mental health;
  - Improve self-resilience to cope with day to day issues.
69. The application is for funding towards a volunteer development project at their Wellbeing Hub. Support is needed to co-ordinate and develop their volunteers, many of whom are Wellbeing Café members and require additional support due to their enduring mental health condition. Volunteers support the project at the

Wellbeing Cafes as well as the Wellbeing Hub where a range of activities take place, including the running of the Wellbeing Cafes, volunteering in the Fundraising Café and gift shop. Their role is vital to the delivery of the project and therefore it is vital that the organisation is able to support them to ensure continuity and stability of the Wellbeing Café project.

70. The benefits of the project include:
- Opportunity for volunteers to be supported and developed;
  - Improvement in mental health and well-being for volunteers and people attending the cafés;
  - Increase in awareness of physical and mental wellbeing;
  - Volunteers who are ex-offenders less likely to re-offend.
71. The application identifies strong links with the following aims and objectives set out in the Council's Corporate Plan:
- Involves, supports and develops volunteers effectively;
  - Promotes and supports physical health and well-being;
  - Promotes and supports improved mental health and emotional well-being.
72. The application of £10,000 is for 98% of the total scheme costs of £10,144.
73. The Panel scored this scheme at 32.2 and recommends that a grant of up to £3,500 be awarded. (£1,750 to be funded through the Community Development and Engagement grant scheme, and £1,750 to be funded through the Loughborough Community grants scheme). The grant award is subject to the organisation submitting a copy of their Safeguarding Policy, and working with our Voluntary and Community Sector Development Officer to strengthen their business model in order to support other applications.
74. Whilst the Panel are supportive of the organisation and the work that they do, the assessment score on this particular application is not high enough to award the full grant requested. It is recognised that the organisation has ambitious plans for the future and currently has a positive impact on service users, however the application submitted did not fully explain the outcomes of this project, and therefore the Panel feel unable to award the full amount.

**Loughborough Generator CIC – Score 38.6 - Recommendation to award up to £9,000 (£4,500 to be funded through the Community Development and Engagement grant scheme, and £4,500 to be funded through the Loughborough Community grant scheme)**

75. Loughborough Generator CIC was established to secure funding for, and manage the conversion of the former College of Art Building at 12 Frederick Street, Loughborough, into a business hub for small creative businesses and a community building for the delivery of a programme of arts, culture and heritage activities for the local community. The CIC's Vision is: "The disused historic

building will be given new life and purpose as The Generator, a place of enterprise, inspiration and connection. It will be a focal point for creative activity, an attractive place to visit, well-connected with its community, a hub for creative business, training, advice, high quality arts events and business support”.

76. Whilst the focus of the CIC has been on raising funds to refurbish and convert the Generator building, the organisation is now applying for funding towards a self-contained project to research, record, conserve, display and share the unique and wonderful story of the birth of Loughborough Technical College, its role in training and developing generations of Loughborough’s industrial workforce and how it developed to become the foundation of Loughborough’s world-class University. The intention is to engage with the Loughborough and wider Charnwood community to involve people in their local story about how education, training, technology and industry became intertwined. If the CIC is successful in raising the funds needed to convert the Generator building, then it will provide the main venue for telling this story. If not, then it will be told in the several other buildings in the town centre such as the Charnwood Museum, the Town Hall, Fearon Hall, John Storer House, the Library and other community centres in Loughborough and around Charnwood.
77. Located at 12 Frederick Street, Loughborough, the Generator played a key role in the story and is one of the last remaining early 20th Century buildings which housed the original Loughborough Technical College, a building that embodies the town's history as one of the four key UK industrial training centres from WW1 onwards. Former College buildings on Greenclose Lane are now used for student accommodation, a nursery and a church centre while the site of the former main College buildings is now the home of a Sainsbury’s store. This project will preserve the strong historical link between the University and the town. The rich history of the town’s intertwined relationship with industries, education and local people will be told, interpreted and celebrated. This is a unique opportunity to preserve and celebrate a key part of the town's heritage. They have been successful in being selected by the Heritage Lottery Fund for a potential award subject to getting match funding. Their funding for the development phase is split into two parts – the first is £10,000 towards the costs of researching the history and heritage of the Generator and its links with local industry and education, employing heritage staff and curating and creating the stories, documents and artefacts associated with it (a total of £42,000). This application is therefore for £10,000 from the Community Development and Engagement grant scheme to match the HLF funds with the balance of £22,000 coming from other partners. The project will research and interpret the building's history and make it available to local people for the benefit of heritage learning, the acquisition of arts, cultural and heritage skills.
78. The project will engage people to:
- Research and preserve memories - to capture the stories of those involved in the history of 12 Frederick Street, its training and industrial past, the development of an art college and the initial stages of Loughborough University. A part-time heritage lead worker will support local volunteers in conducting this research as well as working with other local history groups. Memories will be recorded electronically and through written submissions;

- Conserve documents – The Generator, Heritage and History Network and People Making Places websites will digitise, preserve and cross-promote heritage that might otherwise be lost. A website will be created to tell the full story of the project.
- Record success – They will research stories of the achievements of staff and students who passed through 12 Frederick Street and the contribution they made to local and national life.

79. All this, along with visual material will provide valuable resources for public exhibitions during and after the Development and Delivery phases of the project. They will form the assets used to create paper and on-line publications and to design internal interpretation panels and screen-based interactive works. An archive will be built through a range of sources including working with the Loughborough University archivist. In this phase they will also work with local charities and community groups to develop intergenerational programmes and approaches specifically aimed at young people. They will co-manage and develop the project aligning it to People Making Places and working with them through the new Loughborough Heritage Group that has emerged through recent co-working between arts and heritage initiatives in the town (WW1, Luddites and Suffrage projects as well as working together with heritage sites).

The Development Phase will be under the direct control of the CIC Board members. Charnwood Arts will support this project and provide marketing, design and management and development support. They will also manage the volunteer programme. Freelance work will be offered as part of the delivery package.

80. The application identifies strong links with the following aims and objectives set out in the Council's Corporate Plan:

- Promotes stronger, cohesive and balanced communities;
- Enables children, young people and older people to make a positive contribution to the communities in which they live.

81. The application of £10,000 is for 23.8% of the total scheme costs of £42,000.

82. The Panel scored this scheme at 38.6 and recommends that a grant of up to £9,000 be awarded. (£4,500 to be funded through the Community Development and Engagement grant scheme, and £4,500 to be funded through the Loughborough Community grant scheme).

83. The Panel feel that the application is clear and that the project is positive, though they also feel that some of the costs are high and could be revisited.

### **The Baldwin Trust – Score 38.5 - Recommendation to award up to £5,000**

84. The Baldwin Trust was established in 1983 to enhance the well being of people of all ages, especially those living with physical disabilities, mental illness, social exclusion or isolation. The Trust helps users and carers to maintain a healthy

lifestyle and discover new experiences and opportunities for learning and development. The Trust is active and growing. It operates narrow boat trips on the river Soar, based from Pillings Lock in Barrow, offering cruises for community groups (private, residential or care home groups) with members who have disabilities or other special needs. The Trust currently operates two narrow boats.

85. The application is for funding towards a marketing and volunteer project. This project will guarantee the long term sustainability of the Trust and will ensure the continuation of the valuable work that is done in the community. They intend to operate 4 boats and utilise 100 volunteers within 3 years, carrying 4,000 disadvantaged persons along the rivers and waterways of Leicestershire. They plan to create and implement a marketing campaign to promote the Trust and forge increased partnerships with local organisations. The marketing campaign will provide social media activities, press promotion and new literature and branding for the Trust to reach their stated goals.
86. The benefits of the project include:
- Will allow the Trust to access those in need and reach their stated goal of providing their service to a greater number of disadvantaged persons;
  - Forging new links with many new contacts will give more balance to their understanding of the community and the daily problems/difficulties encountered by many;
  - An increase in the number of partnerships achieved with other voluntary and community groups in the area;
  - 30-50 new volunteers will be involved. The project involves volunteers in reassessing their position and “role in life” when set against the hardships and difficulties endured by others;
  - To increase the number of users for their services and to reach more disabled and isolated individuals in the community;
  - Their aim is for 2,000 additional people to have the opportunity to enjoy relaxing times in the countryside away from the hustle and bustle of everyday life;
  - The project will promote awareness of mental health and environmental well being.
87. The application identifies strong links with the following aims and objectives set out in the Council’s Corporate Plan:
- Promotes stronger, cohesive and balanced communities;
  - Promotes and supports physical health and well-being;
  - Promotes and supports improved mental health and emotional well-being;
  - Promotes access of local people to green spaces and the countryside.
88. The application of £10,000 is for 60.6% of the total scheme costs of £16,500.
89. The Panel scored this scheme at 38.5 and recommends that a grant of up to £5,000 be awarded, subject to the organisation confirming how many people from Charnwood will be using their service, and how they will be targeting Charnwood residents.

90. The Panel are supportive of this group and the work that they do, however they note that the application mentions that some service-users come from outside of Charnwood, and the Panel are keen to ensure that there is a large percentage of volunteers and service-users that are from Charnwood. The amount awarded is reflective of the fact that the project will also have a focus wider than Charnwood.

**Shelthorpe Community Association – Score 49.2 - Recommendation to award up to £7,000 (£5,000 through the Community Development and Engagement Environmental grant scheme and £2,000 through the Loughborough Community grants scheme)**

91. Shelthorpe Community Association was established in 2014 and has the following aims:

- To provide a dual-function platform for residents of Shelthorpe to air concerns as well as opportunities for service providers to disseminate information;
- To campaign to improve local housing conditions, services to the community and the environment;
- To encourage a sense of community;
- To promote social, welfare, recreational and training activities for all residents within the area;
- To build a partnership and improve communications between service providers and the group/residents/Association;
- To be a non-political, equal opportunities Association.

92. The application is for funding towards an “Indoor Gardeners Project” that will use new and innovative ways of gardening using re-purposed green bin waste, in particular non-recycleable plastics, to grow food crops and create other items for use at Shelthorpe Community Garden. The Association has identified a need for the project, because although the idea of gardening can be attractive to people, the thought of going to a community garden can be over whelming for some. This project will work with individuals and increase their confidence in growing plants/vegetables in an indoor setting, giving people the opportunity to access the community garden periodically to plant out seedlings grown. They will be looking at their green bin waste, re-purposing and re-using it for food growing and encouraging families to do the same via fun and interactive workshops. They will be looking at ways in which they can incorporate plastic bottles/tubs in seed growing, encouraging people to re-use and re-purpose plastics, at the same time saving money on gardening supplies and in the long run saving money on food bills.

The project aims to:

- Educate people about green bin waste and what cannot be recycled;
- Create a learning environment where people can learn new skills and share existing knowledge;
- Work alongside existing organisations to promote recycling and food growing;

- Encourage people to grow their own food and eat healthily;
- Encourage people to use recycling skills within the garden – ie composting and using recycleables to create a pleasing environment within the garden;
- Grow food in recycled containers.

93. The benefits of the project include:

- Improving awareness of re-using and recycling, and environmental issues in general;
- Allows those who may not ordinarily be able to do gardening to participate and learn new skills in a comfortable setting, i.e seated at a table and a comfortable temperature;
- Will promote community cohesion, and reduce isolation;
- Will help to increase people's confidence and self-esteem, and therefore improve mental wellbeing.

94. The application identifies strong links with the following aims and objectives set out in the Council's Corporate Plan:

- Promotes stronger, cohesive and balanced communities;
- Involves, supports and develops volunteers effectively;
- Improves the quality of life of people living in priority neighbourhoods;
- Adds value to Charnwood's commitment to reduce the impact of climate change.

95. The application of £10,000 is for 94.3% of the total scheme costs of £10,598.

96. The Panel scored this scheme at 49.2 and recommends that a grant of up to £7,000 be awarded. (£5,000 through the Community Development and Engagement Environmental grant scheme and £2,000 through the Loughborough Community grants scheme). There were elements of the scheme that the Panel were not supportive of including the social media costs, boat trip or computer software, and the award is subject to the organisation providing bank statements and a Constitution, and working with our Voluntary and Community Sector Development Officer to clarify costs and work on the project timescales.

97. The application scored highly against the criteria of the scheme, and the Panel feel that this is a strong project that will link in well to their existing garden project.

## Appendices

Appendix 1 – Community Facilities Grants Summary

Appendix 2 - Community Development and Engagement Grants Summary

Appendix 3 – Equality Impact Assessment

**APPENDIX 1**

**Opening Budget 2019/20 - £72,961**

**Round 2 2019/20 - Community Facilities Grants Summary**

**Balance remaining after Round 1: £68,961**  
**Grants unclaimed / withdrawn : £12,212**  
**Amended balance after Round 1 : £81,173**  
**Balance remaining after this round : £61,173**

<b>Applicant</b>	<b>Project description</b>	<b>Amount applied for (£)</b>	<b>Total project cost (£)</b>	<b>Total score</b>	<b>Recommendation</b>
Grant ref 1236 John Storer House	Modernisation of Toilet Facilities	20,000	64,964	58.6	Approve up to £20,000
Grant ref 1233 Syston Band	Feasibility Study for replacement portacabin	732	732	Not Scored	Deferred
Grant ref 1232 Loughborough Sea Cadets	Replacement portacabin	2,000	12,750	Not Scored	Declined
Grant ref 1235 King George's Field Charity	Creation of Parish/Charity Office	12,000	24,000	Not Scored	Declined

**APPENDIX 2**

**Opening Budget 2019/20 - £66,500**

**Round 2 2019/20 - Community Development and Engagement Grants Summary**

**Balance remaining after Round 1: £53,000**

**Balance remaining after this round: £30,900**

<b>Applicant</b>	<b>Project description</b>	<b>Amount applied for (£)</b>	<b>Total project cost (£)</b>	<b>Community need score</b>	<b>Organisation need score</b>	<b>Total score</b>	<b>Recommendation</b>
Grant ref 1237 Miller and Peverill Residents Assoc	Running costs	2,000	2,000	21.4	8.6	30.0	Award up to £600
Grant ref 1238 The Bridge (East Midlands)	Canvas Bag Initiative	2,292	2,292	23.4	16.2	39.6	Award up to £2,292 (from Environmental Grant Scheme)
Grant ref 1239 Sustainable Land Trust	"Branching Out" Project	9,764	11,024	30.25	13.5	43.8	Award up to £9,000 (£1000 from Environmental Grant Scheme)
Grant ref 1240	Running Costs	9,590	10,880	22.0	12.6	34.6	Award up to £4,500 (£2250)

Albert Street Artists							from Loughborough Community Grants)
Grant ref 1241 Loughborough Wellbeing Café	Volunteer Development Project	10,000	10,144	20.4	11.8	32.2	Award up to £3,500 (£1,750 from Loughborough Community Grants)
Grant ref 1242 Loughborough Generator CIC	The Generator History Project	10,000	42,000	22.4	16.2	38.6	Award up to £9000 (£4,500 from Loughborough Community Grants)
Grant ref 1243 The Baldwin Trust	"Sailing into New Waters" Project	10,000	16,500	24.5	14.0	38.5	Award up to £5000
Grant ref 1244 Shelthorpe Community Association	Indoor Gardening Project	10,000	10,598	37.4	11.8	49.2	Award up to £7000 (£5000 from the Environmental Grant and £2000 from Loughborough Community Grants)

## Charnwood Borough Council

### Equality Impact Assessment 'Knowing the needs of your customers and employees'

#### ■ Background

An Equality Impact Assessment is an improvement tool. It will assist you in ensuring that you have thought about the needs and impacts of your service/policy/function in relation to the protected characteristics. It enables a systematic approach to identifying and recording gaps and actions.

#### ■ Legislation- Equality Duty

As a local authority that provides services to the public, Charnwood Borough Council has a legal responsibility to ensure that we can demonstrate having paid due regard to the need to:

- ✓ Eliminate discrimination, harassment and victimisation
- ✓ Advance Equality of Opportunity
- ✓ Foster good relations

For the following protected characteristics:

1. Age
2. Disability
3. Gender reassignment
4. Marriage and civil partnership
5. Pregnancy and maternity
6. Race
7. Religion and belief
8. Sex (Gender)
9. Sexual orientation

What is prohibited?

1. Direct Discrimination
2. Indirect Discrimination
3. Harassment
4. Victimisation
5. Discrimination by association
6. Discrimination by perception
7. Pregnancy and maternity discrimination
8. Discrimination arising from disability
9. Failing to make reasonable adjustments

#### ■ Step 1 – Introductory information

Title of the policy	Community Development & Engagement Grant and Community Facilities Grant.
Name of lead officer and others undertaking this assessment	Julie Robinson
Date EIA started	May 2019
Date EIA completed	May 2018

■ **Step 2 – Overview of policy/function being assessed:**

Outline: What is the purpose of this policy? (Specify aims and objectives)
<p>Charnwood Borough Council recognises the value and contribution of individuals, voluntary sector organisations and other community-led projects and the benefits they provide to the residents of Charnwood.</p> <p>Through our Charnwood grant schemes we provide a range of grants to help these organisations, groups and individuals access the funding support they need.</p> <p>Three / Four times a year Cabinet considers applications for revenue funding for the Community Facilities Capital Grants and Community Development and Engagement Grants Schemes.</p> <p>It is the Councils aim to ensure the grants process is inclusive of all community groups and funding supports projects targeting individuals across a range of protected characteristics, as outlined in the Equality Act 2010.</p>
What specific group/s is the policy designed to affect/impact and what is the intended change or outcome for them?
<p>It is the Councils aim to ensure that the grants process is inclusive of all community groups and funding supports projects targeting individuals/ residents across a range of protected characteristics, as outlined in the Equality Act 2010.</p> <p>Analysis is therefore undertaken to ensure that the grant are distributed in a reasonable and proportionate manner.</p>
Which groups have been consulted as part of the creation or review of the policy?
<p>Evaluation takes place on successful applications to analyse whether there any gaps with regards to the protected characteristics in order to ensure the grants process is fair and equal to all. In particular analysis is undertaken to determine any barriers which may prevent specific community groups/ communities of interest from successfully applying or even applying at all to Charnwood Grants.</p>

■ **Step 3 – What we already know and where there are gaps**

List any existing information/data do you have/monitor about different diverse groups in relation to this policy? Such as in relation to age, disability, gender reassignment, marriage and civil partnership, pregnancy & maternity, race, religion or belief, sex, sexual orientation etc.

Data/information such as:

- Consultation
- Previous Equality Impact Assessments
- Demographic information
- Anecdotal and other evidence

- Analysis of successful Community Development & Engagement Grants, Loughborough Grants and Community Facilities Grants 2018/19

What does this information / data tell you about diverse groups? If you do not hold or have access to any data/information on diverse groups, what do you need to begin collating / monitoring? (Please list)

Number & total of grants awarded based on protected characteristic:

	Number of grants awarded	Total funding approved
<b>Age</b>	8	£28,425
<b>Disability</b>	9	£21,496
<b>Gender Reassignment</b>	0	£0
<b>Pregnancy &amp; Maternity</b>	1	£1300
<b>Race</b>	3	£9,010
<b>Religion or Belief</b>	N/A	N/A
<b>Sex/ Gender</b>	0	£0
<b>Sexual Orientation</b>	0	£0
<b>No Characteristic/ Wider Community</b>	18	£50,044
<b>TOTAL</b>	39	£110,275

N.B. The characteristic of Marriage and Civil Partnership was not included due to its status within the Equality Act 2010 legislation, as it is to protect individuals from discrimination in the employment law. The harassment provisions that relate to other protected characteristics do not apply to marriage or civil partnership.

It is acknowledged that some of the approved grants are towards projects which support individuals with multiple characteristics and those projects supporting the wider community have a wide range of beneficiaries.

#### ■ **Step 4 – Do we need to seek the views of others? If so, who?**

In light of the answers you have given in Step 2, do you need to consult with specific groups to identify needs / issues? If not please explain why.

Further equalities monitoring may be required for those projects which have applied and are deemed unsuccessful in order to identify any further issues or potential barriers.

However, at this stage of analysis it is felt the information currently held is sufficient to analysis trends and determine any barriers or negative impacts.

■ **Step 5 – Assessing the impact**

In light of any data/consultation/information and your own knowledge and awareness, please identify whether the policy has a positive or negative impact on the individuals or community groups (including what barriers these individuals or groups may face) who identify with any 'protected characteristics' and provide an explanation for your decision (please refer to the general duties on the front page).

	<b>Comments</b>
<b>Age</b>	There is a reasonable proportion of grant funding awarded to projects relating to Age. Of the grants awarded, there is a reasonable proportionate spread between projects for older and younger people. The process has therefore created a positive impact in relation to the protected characteristic of Age.
<b>Disability</b> (Physical, visual, hearing, learning disabilities, mental health)	There is a reasonable proportion of grant funding awarded to projects relating to disability. In addition it is acknowledged that some of the projects funded are cross- cutting and support individuals with multiple characteristics. Therefore, creating further positive impacts for people with disabilities. The process has therefore created a positive impact overall in relation to the protected characteristic of Disability.
<b>Gender Reassignment</b> (Transgender)	No projects have been specifically funded to support the protected characteristic of Gender Reassignment. The impact of this is neutral as there have been no applications to date. However it is acknowledged that specific marketing / promotion of Charnwood Grants could take place where specific support groups etc. meet for further awareness raising.
<b>Race</b>	There is some grant funding awarded to projects relating to Race. In additional it is acknowledged that some of the projects funded are cross- cutting and support individuals with multiple characteristics.
<b>Religion or Belief</b> (Includes no belief)	Whilst Charnwood Grants do not specifically support religious groups / activities, it does provide funding to these groups who are delivering activities for the wider community.  The impact is therefore neutral with regards to the protected characteristic of religion or belief with the acknowledged that wider benefits are created for the wider community.
<b>Sex</b> (Gender)	There is no specific grant funding awarded to projects relating to Gender. In addition, however, it is acknowledged that some of the projects funded are cross- cutting and support individuals with multiple characteristics. The process has therefore created a positive impact in relation to the protected characteristic of Gender.
<b>Sexual Orientation</b>	No projects have been specifically funded to support the protected characteristic of Sexual Orientation. The impact of this is neutral as there have been no applications to date. However it is acknowledged that specific marketing /

	promotion of Charnwood Grants could take place where specific support groups etc. meet for further awareness raising.
<b>Other protected groups (Pregnancy &amp; maternity, marriage &amp; civil partnership)</b>	There is some grant funding awarded to projects relating to these other protected groups, therefore the impact is positive. In addition it is acknowledged that some of the projects funded are cross - cutting and support individuals with multiple characteristics. Additional targeted promotional work will be undertaken.
<b>Other socially excluded groups (carers, low literacy, priority neighbourhoods, health inequalities, rural isolation, asylum seeker and refugee communities etc.)</b>	The grants which focus on the wider community have a wide range of benefits, particularly for residents from priority neighbourhoods or areas of deprivation and hard to reach sectors of the community.

Where there are potential barriers, negative impacts identified and/ or barriers or impacts are unknown, please outline how you propose to minimise all negative impact or discrimination.  Please note: a) If you have identified adverse impact or discrimination that is illegal, you are required to take action to remedy this immediately. b) Additionally, if you have identified adverse impact that is justifiable or legitimate, you will need to consider what actions can be taken to mitigate its effect on those groups of people.
No negative impacts or potential barriers have been identified. However it is acknowledged that specific marketing / promotion of Charnwood Grants could take place for the protected characteristics of Gender Reassignment, Pregnancy and Maternity and Sexual Orientation.
Summarise your findings and give an overview as to whether the policy will meet Charnwood Borough Council's responsibilities in relation to equality and diversity (please refer to the general duties on the front page).
It is the opinion that the Community Development & Engagement Grant and the Community Facilities Grant comply with Charnwood Borough Council's equality and diversity responsibilities. It will further promote equal opportunities and achieve positive outcomes.

**■ Step 6- Monitoring, evaluation and review**

Are there processes in place to review the findings of this Assessment and make appropriate changes? In particular, how will you monitor potential barriers and any positive/ negative impact?
Monitoring will continue on a quarterly and annual basis to assess the grant applications that are successful. Continuous monitoring and analysis will aim to identify gaps which may potentially highlight barriers or negative impacts towards specific community groups/ communities of interest.  Further equalities monitoring will be explored for those projects which have applied and are deemed unsuccessful, for the further identification of issues or potential barriers.
How will the recommendations of this assessment be built into wider planning and review processes? e.g. policy reviews, annual plans and use of performance management systems.
Where barriers/ negative impacts are identified, the mitigating action and progress against this will be included within the relevant service plan.

■ **Step 7- Action Plan**

Please include any identified concerns/actions/issues in this action plan: <b>The issues identified should inform your Service Plan and, if appropriate, your Consultation Plan</b>			
Reference Number	Action	Responsible Officer	Target Date
001	Continue to monitor the Grants on a quarterly and annual basis to assess the grant applications that are both successful and unsuccessful.	J. Robinson	March 2020

■ **Step 8- Who needs to know about the outcomes of this assessment and how will they be informed?**

	Who needs to know (Please tick)	How they will be informed (we have a legal duty to publish EIA's)
Employees	✓	This EIA will be published on the Council's website.
Service users	✓	
Partners and stakeholders	✓	
Others	✓	
To ensure ease of access, what other communication needs/concerns are there?	✓	

<b>Please delete as appropriate</b>
<b>I agree with this assessment / action plan</b>
<b>If <i>disagree</i>, state action/s required, reasons and details of who is to carry them out with timescales: N?A</b>
<b>Signed (Service Head): Julie Robinson</b>
<b>Date: 06.05.2019</b>

[Please send completed & signed assessment to Suzanne Kinder for publishing.](#)