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**SCOTTISH BORDERS COUNCIL COMMUNITY GRANT SCHEME  
– GENERIC BUDGET**

**Report by Service Director Strategy & Policy**

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**EXECUTIVE COMMITTEE**

**18 AUGUST 2015**

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**1 PURPOSE AND SUMMARY**

1.1 **This report recommends 4 applications for funding from the Community Grant Scheme (CGS) Generic Budget.**

1.2 The applications put forward for approval are:-

	<b>Applicant/Project</b>	<b>Total Project Cost</b>	<b>Award Request</b>
1	Scottish Borders Community Development Company (The Bridge) – Gala Wheels	£23,995	£5,000
2	Youthborders – Sounding Out	£20,000	£5,000
3	Border Samaritans – Support Grant	N/A	£2,500
4	NTC Touring Theatre Co Ltd – Support Grant	N/A	£2,361

1.3 The projects recommended for approval total £14,861 and there is only £13,840 available in the CGS Generic Budget for 2015-16.

1.4 It is recommended to award Border Samaritans a grant at the lower level of £1,700. Following discussion with the organisation it transpired that £800 of the original request was to cover IT equipment which had already been purchased and is not fundable under the terms of the scheme.

1.5 It is recommended to award NTC Touring Theatre Co Ltd a grant at the lower level of £2,140 being the balance remaining in the Generic budget, subject to the recommendations of this report being approved. The organisation received a project grant for a pilot project in 2014/15 which proved popular. The organisation is returning for a one-off support grant for this year's activity whilst it works towards future sustainability.

## **2 RECOMMENDATIONS**

**2.1 I recommend that the Committee approves grants:-**

- (a) to the value of £5,000 to The Bridge.**
- (b) to the value of £5,000 to Youthborders.**
- (c) to the value of £1,700 to Borders Samaritans, the grant being conditional on the organisation revising its fundraising plans to bridge this gap in future years**
- (d) to the value of £2,140 to NTC Touring Theatre Co Ltd, the grant being conditional on the organisation revising its fundraising plans to bridge this gap in future years**

### 3 BACKGROUND

- 3.1 The terms and conditions of the scheme are as set down in the Scottish Borders Council Community Grant Scheme (CGS) application form, attached guidance notes and the Grants Policy and Guidelines. Copies of these documents are available on the Council's website ([www.scotborders.gov.uk](http://www.scotborders.gov.uk)) or in hard copy from the Strategic Policy Unit. These include the criteria used to judge the suitability of a project and applicant body, procedures for the release of funds and monitoring requirements to comply with the rules of the scheme.
- 3.2 The CGS can provide either project funding or, in certain circumstances, a support grant to groups facing temporary financial difficulty. On 22 March 2006 the Grants to External Bodies Working Group agreed (approved by Executive on 18 April 2006) that, to reflect the intended one-off nature of support grants, a standard condition should apply. The standard condition requests that any group receiving a support grant should review its fundraising plans.
- 3.3 The Generic Budget can offer funding to Borders based organisations who carry out projects borders-wide and non-Borders based organisations who deliver projects which demonstrate direct benefits for identified groups in the Borders.
- 3.4 The base budget for the CGS Generic Budget is £10,000. An approved ear-marked balance of £1,805 has been carried forward into the 2015/16 generic budget. It was agreed by Executive on 26 February 2008 that any underspend in the annual Community Council Support budget should be vired into the Community Grant Scheme for further community benefit, however there was no underspend in 2014/15. It was also agreed by Executive on 27<sup>th</sup> January 2009 that any underspend in the annual Festival Grant Scheme budget should be vired into the Community Grant Scheme and an underspend of £875 was identified and transferred into the 2015/16 budget. A further £1,160 has been paid back as a result of grant refunds by community groups in 2014/15. The total budget for 2015/16 is therefore £13,840.

### 4 APPLICATIONS FOR APPROVAL

#### 4.1 APPLICATION 1

<b>APPLICANT:</b>	<b>The Bridge</b>
<b>PROJECT:</b>	<b>Gala Wheels</b>
<b>CGS No:</b>	<b>CGS/10/15</b>
<b>PROJECT COST:</b>	<b>£23,995</b>
<b>GRANT REQUEST:</b>	<b>£5,000</b>
<b>GRANT RECOMMENDATION:</b>	<b>£5,000</b>

- (a) The Bridge is a charitable company limited by guarantee. The organisation's constitution has been reviewed and meets the requirements of the CGS. The organisation has been assessed as Borders-wide and is eligible for funding under the CGS Generic Budget. The organisation's accounts and Equalities Statements have also been reviewed and assessed as satisfactory.

- (b) The organisation provides capacity building support for a variety of voluntary organisations across the Central Borders, Roxburgh and Tweeddale areas and is part of a national network of Councils for Voluntary Service. The organisation also represents the interests of the community through the Scottish Borders Third Sector Interface.
- (c) The request for funding is for a project grant to contribute towards the cost of a replacement vehicle for the Gala Wheels service. The existing vehicle is no longer fit for purpose and is incurring high maintenance costs. The new vehicle will be an 8 seat vehicle, fully adapted to accommodate 2 wheelchairs as well as 5 seated passengers (See Appendix 1).
- (d) The organisation's savings are below the minimum level and the application is eligible for support.
- (e) The organisation has submitted a budget detailing a total project cost of £23,995. The organisation has secured a high level of external funding from Robertson Trust (£7,500); Christina Mary Hendrie Trust (£2,500) and Langhope Rig Wind Farm (£2,000) and has exhausted all other possible funding sources. The organisation is contributing £6,995 towards the cost of the project from its own funds.
- (f) The application has met the full assessment criteria of the CGS and is eligible for funding. The nature of the request complies with the Community Grant Scheme guidelines and meets the outcome 'communities have more access to better quality local services or activities'. A grant of £5,000 is recommended. The CGS award will complete the funding package, secure the funding already raised and enable the project to commence.

#### 4.2

#### **APPLICATION 2**

<b>APPLICANT:</b>	<b>Youthborders</b>
<b>PROJECT:</b>	<b>Sounding Out</b>
<b>CGS No:</b>	<b>CGS/17/15</b>
<b>PROJECT COST:</b>	<b>£20,000</b>
<b>GRANT REQUEST:</b>	<b>£5,000</b>
<b>GRANT RECOMMENDATION:</b>	<b>£5,000</b>

- (a) Youthborders is a charitable company limited by guarantee. The organisation's constitution has been reviewed and meets the requirements of the CGS. The organisation has been assessed as Borders-wide and is eligible for funding under the CGS Generic Budget. The organisation's accounts and Equalities Statements have also been reviewed and assessed as satisfactory.
- (b) The organisation provides educational and social opportunities for young people across the Scottish Borders. It is the over-arching organisation for a network of youth groups in the area ranging from youth clubs, youth cafes and other non-uniformed clubs. It undertakes specialist projects and mentoring for young people of varying age ranges. It works closely with Community Learning Development, local high schools, youth agencies and volunteer groups in the area.

- (c) The request is for a project grant of £5,000 towards a yearlong music project to provide music making opportunities for young people across the Borders. It will encourage the development of music skills and a platform for networking between young people and music organisations in the area (See Appendix 2).
- (d) The organisation's savings are below the minimum level and the application is eligible for support.
- (e) The organisation has submitted a budget detailing a total project cost of £20,000 and has been successful in securing external funding from Creative Scotland (£15,000). The organisation is not contributing cash towards the cost of the project but is providing in-kind by way of project management and administration.
- (f) The application has met the full assessment criteria of the CGS and is eligible for funding. The nature of the request complies with the Community Grant Scheme guidelines and meets the outcome 'communities have more access to better quality local services or activities'. A grant of £5,000 is recommended. The CGS award will complete the funding package, secure the funding already raised and allow the project to commence.

#### 4.3 **APPLICATION 3**

<b>APPLICANT:</b>	<b>Border Samaritans</b>
<b>PROJECT:</b>	<b>Support Grant</b>
<b>CGS No:</b>	<b>CGS/07/15</b>
<b>PROJECT COST:</b>	<b>N/A</b>
<b>GRANT REQUEST:</b>	<b>£2,500</b>
<b>GRANT RECOMMENDATION:</b>	<b>£1,700</b>

- (a) Border Samaritans is a charitable organisation. The organisation's constitution has been reviewed and meets the requirements of the CGS. The organisation has been assessed as Borders-wide and is eligible for funding under the CGS Generic Budget. The organisation's accounts and Equalities Statement have also been reviewed and assessed as satisfactory.
- (b) The organisation provides emotional support for those in crisis by way of telephone, instant messaging, email and one-one meetings. It also provides counselling training to community volunteers as well as larger organisations on request.
- (c) The request is for a support grant of £2,500 to contribute towards the cost of increased electricity charges resulting from a requirement to buy 4 computers to update communication systems and rising costs of volunteer travel expenses (See Appendix 3).
- (d) The organisation's savings are below the minimum level and the application is eligible for support.

- (e) The application has met the full assessment criteria of the CGS and is eligible for funding. The nature of the request complies with the Community Grant Scheme guidelines and meets the outcome 'more local groups or services are better supported to recover from financial difficulty'. In discussion with the organisation, it appears £800 of the request is for computer equipment which has already been purchased, a cost which is retrospective and not eligible under the terms of the scheme. A grant of £1,700 is recommended (£200 to cover increased electricity charges and £1,500 towards volunteer travel expenses). To reflect the intended nature of support grants, the offer of grant should be conditional on the organisation revising its fundraising plans to bridge this gap in future years.

4.4

#### **APPLICATION 4**

<b>APPLICANT:</b>	<b>NTC Touring Theatre Co Ltd</b>
<b>PROJECT:</b>	<b>The Ugly Duckling</b>
<b>CGS No:</b>	<b>CGS/08/15</b>
<b>PROJECT COST:</b>	<b>£4,481</b>
<b>GRANT REQUEST:</b>	<b>£2,361</b>
<b>GRANT RECOMMENDATION:</b>	<b>£2,140</b>

- (a) NTC Touring Theatre Company is a company limited by guarantee. The organisation's constitution has been reviewed and meets the requirements of the CGS. The organisation has been assessed as non Borders-based but which undertakes activity which benefits identified groups in the Scottish Borders and is eligible for funding under the CGS Generic Budget. The organisation's accounts and Equalities Statement have also been reviewed and assessed as satisfactory.
- (b) The organisation undertakes theatre productions which are accessible to rural communities disadvantaged by way of geographic, social, economic or transport constraints.
- (c) The request is for a project grant of £2,361 to contribute towards the cost of 4 performances of 'The Ugly Duckling' to be delivered at Longformacus, Cockburnspath, Lilliesleaf and Oxnam in November 2015. The activity will benefit rural communities who have limited access to public transport, enabling them to enjoy a professional theatre performance in their local area without the need to incur travel costs to Edinburgh. The grant will contribute towards the cost of performer expenses, hall hire, travel costs and marketing. (See Appendix 1)
- (d) The organisation's savings are below the minimum level and the application is eligible for support. It should be noted however that the organisation carried out a pilot project last year delivering a production of 'Rumpelstiltskin' and it is applying for a repeat programme of activity which is not a new project. The Community Grant Scheme is unable to provide annual funding for continuing activities, however the organisation is demonstrating a need for financial support to undertake the Borders activity, and it is recommended to offer a one-off support grant to which the usual condition applies.

- (e) The application has met the full assessment criteria of the CGS and is eligible for funding. The nature of the project complies with the Community Grant Scheme guidelines and meets the outcome 'more local groups or services are better supported to recover from financial difficulty'.
- (f) A grant at the lower level of £2,140 is recommended, being the balance remaining in the Generic budget. The organisation has confirmed it is confident it will be able to raise the remaining shortfall before the commencement of the activity in November 2015. To reflect the intended one-off nature of support grants, the offer of grant should be conditional on the organisation revising its fundraising plans to bridge this gap in future years.

## **5 BUDGET INFORMATION**

- 5.1 The total generic budget is £13,840. No awards have been made from the 2015/16 budget to date.

## **6 IMPLICATIONS**

### **6.1 Financial**

- (a) There is sufficient funding within the CGS Generic Budget to cover the recommendations contained in this report and there are therefore no additional financial implications on the Council's resources.
- (b) Approval of the recommendations in this report will fully utilise the Generic Budget for 2015/16. Any further applications to the generic fund in 2015/16 will require to be assisted down other appropriate funding routes.

### **6.2 Risk and Mitigations**

In relation to Applications 1 and 2, members may wish to consider awarding projects grants at a level lower than that recommended. Members should note that as part of the assessment process, a recommendation at a lower level was considered. Grant awards have been recommended for Applications 1 and 2 at the level of request as they have made significant efforts to raise external funding, as required by the Scheme. Awards at the recommended levels will enable the applicants to complete their funding packages and projects to start. Failure to secure a CGS award at the requested levels may result in projects being delayed or the external funding already raised being at risk.

### **6.3 Equalities**

In accordance with the CGS assessment criteria, all applications are assessed in terms of how groups have taken account of equal opportunities. It is anticipated that there will be no adverse impact in regard to the protected characteristics (age, disability, gender, race, religion, sexual orientation, poverty, health, marital status) arising from the proposals in these applications. Membership of each organisation is open to all. Initial Equality Impact Assessments have been carried out and there are no apparent concerns.

#### 6.4 **Acting Sustainably**

- (a) Application 1 will have a positive social and environmental impact by reducing social isolation for vulnerable people and using a more environmentally friendly vehicle for transport.
- (b) Applications 3 and 4 are considered to have no sustainability risks arising from their proposals. Both applications relate to one off support grants and both recommendations include the standard condition requiring the applicants to revise their fundraising plans and work towards financial sustainability.
- (c) Application 4 will have a positive social impact in relation to access to local rural services which may reduce transport use and isolation. The project supports the sustainability of the village hall network enabling local halls to generate income from project providers.

#### 6.5 **Carbon Management**

- (a) Application 4 is likely to have a positive effect in the reduction of carbon emissions by reducing the need for travel to attend professional theatre performances elsewhere. Application 1 will reduce carbon emissions due to replacing an obsolete vehicle with a new more efficient vehicle.
- (b) There are believed to be no significant effects on carbon emissions arising from the proposals from Applications 2 and 3.

#### 6.6 **Rural Proofing**

Although the recommendations in this report do not impact on rural policy, it is noted that the recommendations of this report will reduce disadvantage and isolation by increasing access to a range of rural services.

#### 6.7 **Changes to Scheme of Administration or Scheme of Delegation**

There are no changes to be made to either the Scheme of Administration or the Scheme of Delegation as a result of the proposals contained in this report.

### **7 CONSULTATION**

- 7.1 The Chief Financial Officer, the Monitoring Officer, the Chief Legal Officer, the Chief Officer Audit and Risk, the Chief Officer HR and the Clerk to the Council have been consulted and their comments have been incorporated into the final report.

#### **Approved by**

**David Cressey**  
**Service Director Strategy & Policy**

**Signature .....**

#### **Author(s)**

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**Background Papers:** None  
**Previous Minute Reference:**

**Note** – You can get this document on tape, in Braille, large print and various computer formats by contacting the address below. Linda Cornwall can also give information on other language translations as well as providing additional copies.

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