

Jubilee Fund

Scrutiny Committee, 8 May 2012, item 4

**Committee: SCRUTINY COMMITTEE**

**Agenda Item**

**Date: 8 MAY 2012**

**4**

**Title: JUBILEE FUND**

**Portfolio Holder: COUNCILLOR HOWARD ROLFE**

**Key decision: Yes**

---

## Summary

1. It was agreed at the Full Council on 23 February 2012 that a one off “Jubilee Fund” of £500,000 will be established for 2012/13 to be distributed, as follows
  - a) £250,000 for bids from town and parish councils, and
  - b) £250,000 for bids from voluntary bodies & community groups.
2. Members requested that a scheme for administering the grants be devised and that the community be consulted on the application form criteria, see Appendix 1.
3. Attached at Appendix 2 is a copy of the outcome of the consultation and the proposed changes to the criteria as a result of the comments received.

## Recommendations

4. That the Scrutiny Committee endorses
  - i) the introduction of the one year only Jubilee Fund 2012/13
  - ii) the Fund should be allocated as follows:

£250,000 for bids from town and parish councils  
£250,000 for bids from voluntary bodies & community groups
  - iii) the criteria for allocation of the funding as at Appendix 1
  - iv) the composition of the assessment panel:

Leader and the two Portfolio Holders Finance and  
Community Partnerships = 3  
One independent partner from the Local Strategic Partnership = 1  
One from each of the opposition parties = 2

Total Panel Membership = 6

## Financial Implications

5. *The Jubilee Fund is a one-off grant scheme for the financial year 2012/13 and is to be funded from the New Homes Bonus Scheme.*

**Background Papers**

6. The following papers were referred to by the author in the preparation of this report and are available for inspection from the author of the report.

Cabinet minutes

**Impact**

7.

Communication/Consultation	Undertaken via Parish Councils, Council for Voluntary Services and local newspapers
Community Safety	None
Equalities	The scheme is open to town and parish councils on behalf of their communities and voluntary bodies & community groups.
Health and Safety	None
Human Rights/Legal Implications	None
Sustainability	The grants are one-off but will offer the opportunity for Parish Councils and Community Groups to add to the sustainability of local initiatives if necessary by for example repairing or enhancing local facilities.
Ward-specific impacts	None
Workforce/Workplace	None

**Situation**

- 1 The introduction of the one year Jubilee Fund will be considered by the Cabinet on the 10 May 2012.
- 2 In establishing this scheme Members particularly specified that they would require the schemes applying for funding to be fully costed, of benefit to the community and awarded grants of a minimum of £1,000 up to a maximum of £10,000. Additionally, for the nine town and parish councils who had New

Jubilee Fund

Scrutiny Committee, 8 May 2012, item 4

Homes Bonus money allocated to them in 2011/12 it was decided that no bids could be considered until the 2011/12 funding allocation had been committed..

- 3 The criteria for awarding the funding was established, in accordance with Members' wishes, and this formed part of the consultation document circulated to town and parish councils, voluntary sector organisations and publicised in the local newspapers. The response deadline was 15 April 2012 and 12 responses were received. Attached at Appendix 1 is a copy of the criteria consulted on for both applications from Town and Parish Councils and from Voluntary Bodies & Community Groups. Attached at Appendix 2 is a copy of the comments received and officer responses indicating where amendments to the criteria would be made.
  
- 4 Members also indicated that they would wish to consider the composition of the assessment panel and the following is proposed (with officer support):

Leader and the two Portfolio Holders Finance and  
Community Partnerships = 3  
One independent partner from the Local Strategic Partnership = 1  
One from each of the opposition parties = 2

Total Panel Membership = 6

- 5 Once the scheme has been approved the implementation timetable will be, as follows:

<b>Activity</b>	<b>Date</b>
Launch the scheme <ul style="list-style-type: none"><li>• Email town/parish clerks</li><li>• Email village magazines</li><li>• Email voluntary organisations</li><li>• Email community distribution list</li><li>• Item in Uttlesford Life (distribution 28 May)</li></ul>	w/c 14 May 2012
Deadline for applications	16 July 2012
Panel meeting to consider applications (if independent)	Late July/early August
Leader and/or Portfolio Holder formally agrees decisions	Early August
Applicants notified of outcome	Early August

Report to Cabinet setting out progress to date, and to decide if a second bidding round is needed	13 September 2012
Deadline for completion of project	20 March 2013

## Risk Analysis

### 6

Risk	Likelihood	Impact	Mitigating actions
Funds are not spent due to timescale delays in projects	2 Projects cannot be totally controlled but the application form should establish the capability of the project being delivered on time	1 It will be possible to administer the funds after the financial year end	Funding will not be released until projects completed and copies of invoices received

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.