

South Hams District Council

Sustainable Community Locality Fund - Councillor Guidance Notes

These Guidance Notes have been developed to support local Ward Councillors in delivering the Sustainable Community Locality Fund. The notes explain the programme administration process as well as the criteria used to help aid decision making in the approval or refusal of funding applications.

Q: What is the Sustainable Community Locality Fund?

A: Each local Ward Councillor within South Hams has been allocated £1,000 in the current financial year to support community projects (within their Ward) that benefit the local community. The funding can be used for any project / activity, which in the Council's view, will improve the community, enhance opportunity and is for the wider benefit of local residents.

The funding **may not** be used to replace funding withdrawn by the Council or another public body or to provide / imply a regular financial commitment by the Councillor or the Council.

Councillors are not required to grant all of their allocation within that financial year. Unused allocations can be carried forward in order to make a larger contribution to a particular area. Additionally, Councillors may recognise the benefit of combining resources to support a particular project that serves the wider community.

Payments can only be made to not-for-profit groups / organisations and not individuals.

Q: So what makes a good project?

A: As already stated, any project that makes a positive difference to the local area and benefits the wider community is worthy of consideration. But Councillors will want to make sure that they support the very best ideas put forward by their local communities and, with limited resources, it is important that they make the right decisions. For that reason, key criteria have been acknowledged that aim to support and aid their decision making. Councillors are asked to consider:

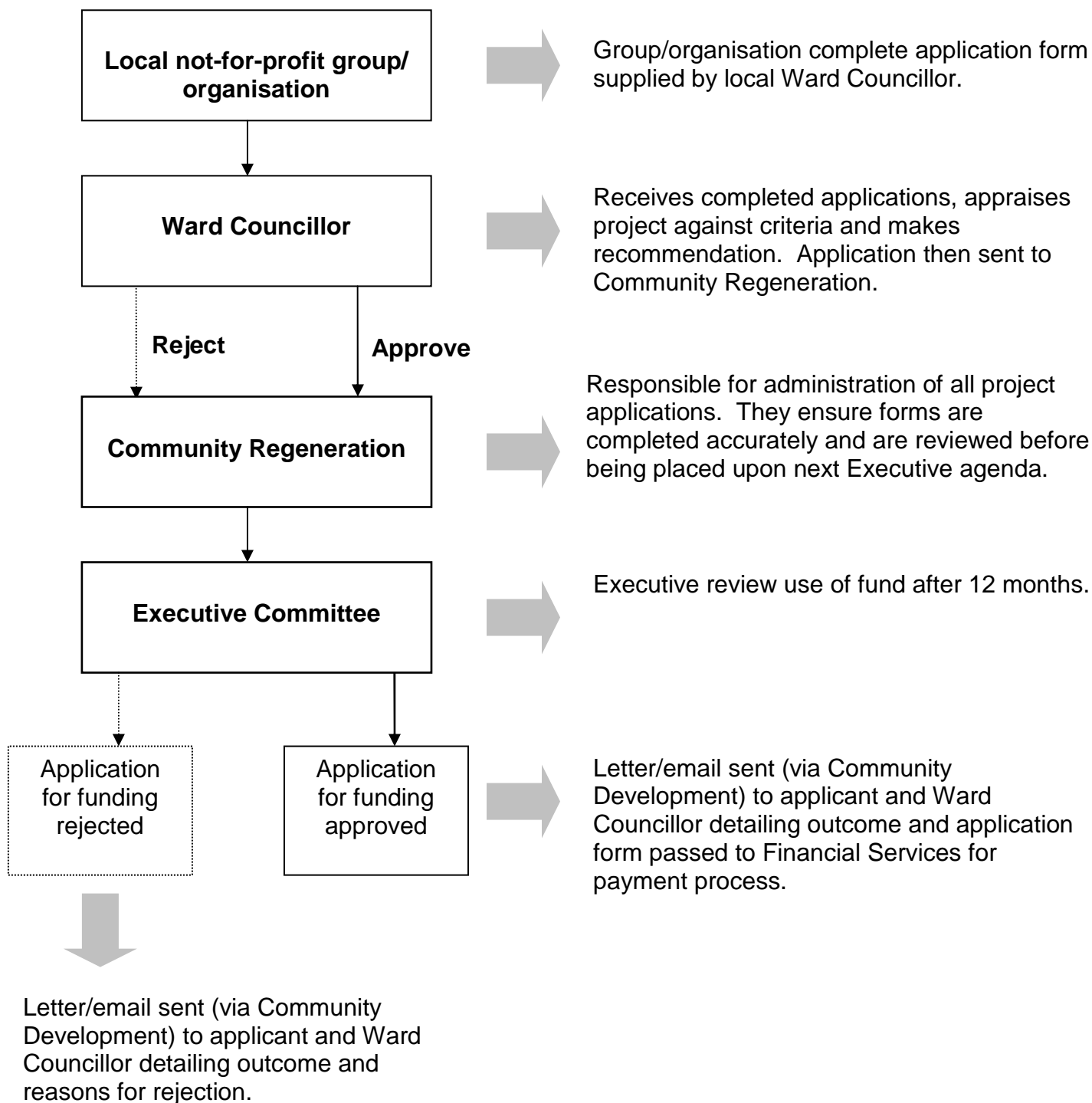
'Does the project:

- support one or more of the South Hams Sustainable Community Strategy themes:
 - Affordable Homes
 - Competitive Local Economy
 - Community Vibrancy
 - Quality Built and Natural Environment
- provide wider community benefit
- involve and engage with local residents and voluntary/ community groups
- tackle real local issues and supports hard to reach groups (*young people, older people, unemployed people, ethnic minorities, etc*)
- link with your existing local town, village or parish community plan (*if applicable*)
- demonstrate clear local support and/ or need'

(All relevant funding application forms are accompanied with guidance notes for the applicant which detail the above criteria).

Q: So how does the Councillors' Community Fund actually work?

The following diagram helps to explain the different stages involved within the programme from application through to project approval or rejection.



Q: How will the Council measure the success of the Sustainable Community Locality Fund?

It is important that the Council and Councillors are able to assess the success of the programme, therefore an annual monitoring report will be submitted to the Executive. The report will be produced by Community Regeneration Service and will detail information regarding grant take up, application approval and rejection statistics, funding information, local issues addressed, project achievements etc.

If you require any further information or assistance then please contact Community Development on 01803 861103