

## WELLS CITY COUNCIL

### CRITERIA APPLYING TO REQUESTS FOR FINANCIAL ASSISTANCE

#### 1. Powers

- 1.1 The Council has the ability to make payments to those seeking financial assistance under a wide range of powers. These range from those which are general and permit the support of sport and recreation, leisure, tourism, arts and cultural activities to those which are more specific in assisting, for example, the Citizens Advice Bureau.
- 1.2 In addition Section 137 of the Local Government Act allows for limited funds to be spent provided that such expenditure is for the benefit of the community or some part of it.
- 1.3 The Council does not have power to make a simple donation to charity.
- 1.4 The first test that the Council will apply to any application for funds is to establish whether the power exists to meet the request if the Council is minded to do so.

#### 2. Further Tests

- 2.1 It will then be the practice of the Council to apply further conditions to the application.
- 2.2 The organisation or individual applying for funds must be based in the City or resident within its boundary. Applications from individuals educated at schools in the City may be considered. An organisation applying will have to show that the purpose of the body is for the benefit of those living or working in the City.
- 2.3 Encouragement will be given to those organisations seeking funds at the commencement of their activity.
- 2.4 Regular and ongoing funding will only be provided in exceptional circumstances.

#### 3. Financial Details

- 3.1 All group applicants will be required to provide up to date accounts which will, wherever possible, have been subjected to outside audit. New organisations will be asked to provide a business plan or forecast.
- 3.2 Applicants will be expected to specify the amount that they are seeking to indicate what other applications are being made and to say whether the project will proceed if the full amount sought is not forthcoming.
- 3.3 Although the City Council does not welcome applications on which the release of funds from elsewhere is dependent they do support the principle of partnership funding.

#### 4. Feedback

- 4.1 Wherever possible the Council will invite and welcome feedback as to how its funds have been used.
- 4.2 This may take the form of a visit from the Mayor to a facility or event, a presentation to the City Council at one of its meetings or a special event for grant recipients.
- 4.3 The Council will welcome acknowledgement of the grant in any publicity.

**5. Town Hall**

- 5.1 The practice of remitting the cost of the Town Hall in order to boost the income of fund raising events held in the building will no longer arise.
- 5.2 In future such requests will be considered as an application for a grant to cover the cost and will be subject to the same scrutiny and criteria applying to all other grant applications. (Paragraph 1.3 specially applies)

**6. Applications Timetable**

- 6.1 The Council will decide on the allocation of the bulk of its Grants Budget at the meeting of the Finance and General Purposes Committee held in the Spring before the commencement of its new financial year in April.
- 6.2 The Committee has delegated authority over the allocation of the Grants Budget and its decisions are not subject to the ratification of the Council.