



STRATEGIC POLICING AND CRIME BOARD

13 May 2014

Decision

Event Sponsorship Policy

PURPOSE OF REPORT

1. The report seeks the Board's views on the approach to be taken by the Commissioner to the award of small financial grants to local organisations to support events.

BACKGROUND

2. The Commissioner has indicated that he will seek the views of the Board on any decisions that he intends to make. Attached to this report at **Annex A** is a copy of the draft decision report which includes a draft policy to be used for the award of small grants to local organisations.
3. Since the Police and Crime Commissioner took up office in November 2012 there have been a number of requests from local organisations for assistance towards the costs of running conferences and other events. The requests are normally for very small amounts to make the event possible. There is currently no policy in place to allow support for such events, but in some cases it would be beneficial and would be in support of the objectives established in the Policing and Crime Plan.
4. In view of this, the Commissioner has indicated that he would like to introduce a new procedure which would provide a means of support for such events. The management of the fund and the criteria for providing grants would be aligned to the arrangements already in place for the Community Initiatives Fund.
5. A draft policy is attached at the appendix to this report. The intention is that financial assistance would be limited to £150 per event, with an overall budget of £2500.

FINANCIAL IMPLICATIONS

6. The budget is proposed to be set at £2500 for 2014/15 and this can be met from within the existing overall WMOPC budget. Resources have previously been made

available from a variety of budgets to support/sponsor local events. This policy is to rationalise and limit such requests but should not involve additional expenditure.

RECOMMENDATIONS

7. The Board is asked to comment on the draft decision contained at Annex A.

**WEST MIDLANDS POLICE
AND CRIME
COMMISSIONER**

NON-CONFIDENTIAL

**DRAFT NOTICE OF
DECISION**

[xxx/2014]

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Title Events Sponsorship Fund Policy

EXECUTIVE SUMMARY

The Commissioner wishes to introduce a policy whereby organisations can apply for small grants of financial assistance to support local events. Attached to this decision is a draft policy for consideration and approval by the Commissioner.

DECISION

I approve the Event Sponsorship Fund Policy attached to this decision and a consequent amendment to the Scheme of Governance to give delegated authority to the Chief Executive to make decisions under the policy.

West Midlands Police and Crime Commissioner

I confirm that I do not have any disclosable pecuniary interests in this decision and take the decision in compliance with the Code of Conduct for the West Midlands Office for Policing and Crime. Any interests are indicated below.

Signature.....

Date.....

NON - CONFIDENTIAL FACTS AND ADVICE TO THE POLICE AND CRIME COMMISSIONER

INTRODUCTION AND BACKGROUND

1. Since the Police and Crime Commissioner took up office in November 2012 there have been a number of requests from local organisations for assistance towards the costs of running conferences and other events. The requests are normally for very small amounts to make the event possible. There is currently no policy in place to allow support for such events, but in some cases it would be beneficial and would be in support of the objectives established in the Policing and Crime Plan.
2. In view of this, the Commissioner has indicated that he would like to introduce a new procedure which would provide a means of support for such events. The management of the fund and the criteria for providing grants would be aligned to the arrangements already in place for the Community Initiatives Fund. Attached to this decision at **Appendix A** is a policy which sets out the criteria and process for the award of such funding.
3. An Event Sponsorship Fund of £2500 will be made available to offer small amounts of financial support, up to a maximum of £150, to local conferences, meetings and similar events. The fund is intended to provide small grants to help such events succeed. The management of the fund will be aligned to the Community Initiatives Fund.
4. Events must contribute towards the objectives in the Commissioner's Police and Crime Plan or local police and crime plans. The fund may support events run by community groups, voluntary organisations, statutory organisations, interest groups or a partnership of such groups. Financial support will not normally be offered to events run on a commercial basis or by a profit making organisation.

FINANCIAL IMPLICATIONS

5. The overall budget for the Events Sponsorship Policy in 2014/15 will be £2500. Resources have previously been made available from a variety of budgets to support/sponsor local events. This policy is to rationalise and limit such requests but should not involve additional expenditure.

LEGAL IMPLICATIONS

6. The Commissioner has power under paragraph 14 of Schedule 1 to the Police Reform and Social Responsibility Act 2011 to anything which is calculated to facilitate, or is conducive or incidental to, the exercise of the functions of the Commissioner. The Act also provides for the Commissioner to make community safety grants.

EQUALITY IMPLICATIONS

7. The award of grants will be monitored to ensure that the monies are used to support the diverse communities of the West Midlands.

SCHEDULE OF BACKGROUND PAPERS

8. None.

PUBLIC ACCESS TO INFORMATION

9. Information contained in this decision is subject to the Freedom of Information Act 2000 and other legislation. This decision will be made available on the Commissioner's website.

West Midlands Office for Policing and Crime

Event Sponsorship Fund Policy

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Applying

3. Applications for a sponsorship grant should show that:
 - the event will help to improve community safety and increase reassurance
 - it is a response to an issue affecting the community
 - effective management structures for the event are in place
 - it has an appropriate clear plan and expected outcomes.

The process

4. Applications should be submitted to the Chief Executive of West Midlands Office for Policing and Crime (WMOPC) who will make a decision on each application in consultation with the Commissioner. In making decisions, consideration will be given to the following:
 - events should be sponsored from all parts of the West Midlands area
 - events should be spread over the course of the year, and applications may therefore be declined if it appears that the fund may be used too early in the financial year.
 - applications to sponsor events that involve a variety of partners will be favoured
 - applications that involve police in either the organisation or in the list of attendees will be favoured

Conditions

5. All grants will be made subject to the following conditions:
 - The maximum amount available for any event is £150. The grant should be to fund a particular aspect of the event and this must be made clear in the application.

- A grant is made on a 'one-off' basis and does not commit the WMOPC to any further funding.
 - WMOPC should be offered space at the event for display materials. WMOPC staff should also be allowed to attend the event in order to manage the display materials and to provide information about the functions of WMOPC to those in attendance.
 - All monies should be spent on the event and in accordance with the request for sponsorship. The WMOPC reserves the right to reclaim all or part of the funding if it is found that the terms of the grant have been breached.
 - Any funding that is not spent in accordance with the application, or is not spent on the event for which it was allocated will be returned - unless agreed by the WMOPC. The funds may be the subject of internal financial review.
 - The WMOPC logo should be included on any publications or media produced in relation to the event.
 - Sponsorship will not be offered to events that are commercial or profit making, or if they are run for the benefit of an organisation that is commercial or profit making.
6. Sponsorship will not normally be made in respect of:
- staff or employee costs
 - building and other major works
 - projects which are currently paid for by existing public funding
 - projects being organised primarily by other statutory bodies.
7. Additional conditions may sometimes be applied to any grant, at the discretion of the WMOPC.