

PLEASE NOTE VENUE

GENERAL PURPOSES COMMITTEE AGENDA



30TH October 2007

at 10am

in Red Room, Avondale Centre

MEMBERS: GENERAL PURPOSES COMMITTEE:

Councillors Akers-Belcher, Fleming, Griffin, Henery, J Marshall, Dr Morris, Shaw, Wallace and Wistow

1. APOLOGIES FOR ABSENCE

2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS

3. MINUTES

- 3.1 To confirm the minutes of the meeting held on 28th September 2007 (copy attached)

4. ITEMS REQUIRING DECISION

- 4.1 Civic Lottery Fund (*Assistant Chief Executive*)
4.2 Appointment of Local Authority Representatives to Serve on School Governing Bodies (*Director of Children's Services*)

5. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT

GENERAL PURPOSES COMMITTEE

MINUTES AND DECISION RECORD

28 September 2007

The meeting commenced at 10.00 a.m. at Belle Vue Community, Sports and Youth Centre, Hartlepool

Present:

Councillors: George Morris (in the Chair)
Stephen Akers-Belcher, Sheila Griffin, Gordon Henery, Jane Shaw, Stephen Wallace and Gerald Wistow

Officers: Mike Ward, Chief Financial Officer
Chris Little, Assistant Chief Financial Officer
Angela Hunter, Principal Democratic Services Officer

Also present:
Caroline Tyrrell, District Auditor

16. Apologies for Absence

Apologies were submitted on behalf of Councillors Tim Fleming and John Marshall.

17. Declarations of interest by Members

None.

18. Confirmation of the minutes of the meeting held on 17 August 2007

Confirmed

19. Final 2006/2007 Statement of Accounts and Audit Commission Annual Governance Report *(Chief Financial Officer)*

The Chief Financial Officer presented a report which enabled Members to approve the final 2006/2007 Statement of Accounts and note the Audit Commission's Annual Governance Report. The District Auditor was in attendance to highlight the key issues identified in the Annual Governance

Report and to answer any questions in relation to this report. The draft final accounts had been approved by this committee on 29 June 2007.

The Audit Commission had completed the review of the draft Statement of Accounts 2006/2007 and related matters and Members were advised that although no significant issues had been identified there had been some changes agreed with the District Auditor and these were incorporated within the final Statement of Accounts 2006/07 attached at Appendix B. Details of the amendments were included in the Annual Governance Report at paragraphs 16-20 and a summary of these changes was provided within the report.

A discussion ensued in which the following issues were raised:

- (i) Members referred to the minutes of the previous meeting of this Committee and advice provided by the Chief Solicitor and sought clarification on what this Committee were able to question in relation to the Statement of Accounts. The Chief Financial Officer informed Members that advice previously given by the Chief Solicitor indicated that this Committee could ask questions which were relevant to the discharge of its function in relation to the accuracy of the accounts. The Committee had been advised previously that the management of the accounts and any policy decisions were within the role of the Executive and the Scrutiny Function. It was noted that in view of previous discussions at this Committee, the suggestion that the responsibility for approving the accounts in the future be transferred to the Audit Committee was currently being pursued.
- (ii) Paragraph 34 of the Annual Governance Report indicated that the Committee were required to reach a conclusion on whether it was satisfied that the Council had proper arrangements in place to secure value for money. Clarification was sought on how the Committee could carry out this requirement without questioning the accounts. The Chief Financial Officer indicated that the role of the Committee was to consider and approve the accounts. The Chief Solicitor had previously advised that the Committee's role was to consider to the best of their knowledge and ability whether the accounts were accurate and reflected the position of the Council.
- (iii) It was suggested that this discussion be held at an additional meeting at which the Chief Solicitor could be present to provide further clarification on this issue. The Chief Financial Officer advised Members that the deadline for the approval of the final Statement of Accounts for 2006/07 was 30 September 2007 which left insufficient time to reschedule this meeting. Members were asked to note that one of the implications of missing this deadline would be the withdrawal of the Council's Excellent Status as rated under the CPA. Members had concerns about the tight timescale and whether their concerns could be answered in this meeting.

- (iv) Members were reminded that the draft Statement of Accounts had been approved by this Committee on 29 June 2007 and that this meeting was to consider the amendments made in light of the Audit Commission's review. Members were concerned that the draft statement of accounts had been approved on the understanding that the Committee were unable to question certain areas. The District Auditor advised Members that if they had any questions about the Annual Governance Report she would answer them at this meeting.
- (v) Members sought clarification on Appendix 6 of the Annual Governance Report and the 'adequate' conclusions for Value for Money. The District Auditor informed Members that during the Audit it had been proven that there were arrangements in place for all the Value for Money criteria which resulted in the 'adequate' conclusion and added that a more detailed examination would be undertaken as part of the Use of Resources Assessment.
- (vi) Members questioned whether departments had medium-term financial strategies in place as referred to in criteria 8. The Chief Financial Officer informed Members that detailed budget plans across two and three years were based on the executive portfolio areas. The District Auditor added that the review of the annual statement of accounts did not look at that level of detail but that this would be picked up within the Use of Resources Review.

COUNCILLOR GEORGE MORRIS HAD TO LEAVE THE MEETING AT THIS POINT AND IT WAS AGREED COUNCILLOR STEPHEN WALLACE TAKE THE CHAIR FOR THE REMAINDER OF THE MEETING.

COUNCILLOR STEPHEN WALLACE IN THE CHAIR

- (vii) Clarification was sought on whether there was any evidence of continuous improvement in relation to proper arrangements being in place to secure the value for money conclusions. The District Auditor confirmed that the Value for Money assessment did not examine continuous improvement although improvement in performance indicator targets were looked at separately.
- (viii) It was questioned whether this audit looked at the financial support for service development plans across their 3-5 year term. The District Auditor responded that this area would be included within this year's audit if it impacted on 2006/07 but that this audit concentrated on the whole authority and not the departmental detail.
- (ix) In relation to priority setting, Members questioned how reserves could be used for specific projects, for example the Tall Ships race, when some service areas were being cut, for example the provision of home helps. The District Auditor responded that all financial procedures covered by the Constitution were

examined, however this did not include the allocation of reserves.

- (x) The recent CPA inspection was referred to and the District Auditor was asked what arrangements the Authority would be expected to have in place to secure continuous improvement in the allocation of resources and how this fits in with the medium to long term strategy of the Authority. The District Auditor informed Members that the criteria within the Use of Resources assessment could be examined in relation to how it was applied to the decisions made, but there would be a cost associated with undertaking this.
- (xi) It was proposed that an investigation be undertaken to examine the issues of good governance and management of the Council's accounts.
- (xii) In relation to value for money and the use of agency staff, a Member stated that he had been unable to establish the level of cost to the Council with regard to the use of agency staff on a departmental level. The District Auditor informed Members that although the operation of the payroll system was examined, this was not looked at in this level of detail. Members were advised that this was a policy issue and could be raised at a meeting of Council.
- (xiii) In view of the detailed discussion undertaken, it was suggested that the following be included within the recommendations: Members requested that their concerns that they felt constrained in relation to what questions could be asked on the Statement of Accounts and that further clarification be provided in relation to this issue by the Chief Solicitor at the next meeting of this Committee.

In view of the lengthy discussions undertaken at this meeting it was proposed that a vote be taken on the recommendations including the addition of point (xiii) as detailed above.

In light of the discussions undertaken, Members requested that it be noted that this Committee was not prepared to 'rubber stamp' decisions and recommendations and that Members were expected to challenge and question the actions of officers and that all bodies of the Council express the same view.

Decision

- (i) Members noted the report despite their concerns that they felt constrained in relation to what questions could be asked on the Statement of Accounts and that further clarification be provided in relation to this issue by the Chief Solicitor at the next meeting of this Committee.
- (ii) That the final 2006/07 Statement of Accounts as detailed at Appendix B be approved.
- (iii) It was noted that this Committee was not prepared to 'rubber stamp' decisions and recommendations and that Members were expected to challenge and question the actions of officers and that all bodies of the Council express the same view

Councillor Stephen Akers-Belcher requested that his vote against recommendations (i) and (ii) be noted.

GEORGE MORRIS/STEPHEN WALLACE

CHAIRMAN

GENERAL PURPOSES COMMITTEE

30 October 2007



Report of: Assistant Chief Executive

Subject: CIVIC LOTTERY FUND

Members may recall that at the meeting of this Committee held in June 2007, concerns were expressed regarding the value of the Museums Acquisitions Reserve and the Lotteries Reserve.(Appendix A refers). Members requested further information which was circulated, to Members of the Committee, by the Assistant Chief Financial Officer, on 4 July 2007 (Appendix B refers).

A report was subsequently prepared for submission to the Grants Committee which is attached to this report as Appendix C. A copy of the decision record published following that meeting of the Grants Committee is also appended (Appendix D).

Members will note the decision of the Grants Committee as follows:-

1. That the request of the General Purposes Sub-Committee be refused and Civic Lottery monies not be used for the repair of Civic Regalia,
2. That the Civic Lottery Fund continue,
3. That the maximum amount of grant allowed to an individual group be increased to £2,000
4. That a publicity exercise be undertaken to encourage new applications and
5. That a further report be brought to Grants Committee advising members of what interest had been forthcoming following said publicity

RECOMMENDATIONS

That the Grants Committee decision record be noted.

BACKGROUND PAPERS

Background papers are appended to the report

CONTACT OFFICER

Amanda Whitaker, Democratic Services Team Manager, Tel: 523013

Minute 35, Page 4, Decision, (c) to be added to read:-

- (c) That Members be provided with clarification of the current procedure in relation to access to school governor's contact details and the feasibility of publicising this information.

In view of the above, Members requested that a letter of clarification be submitted to all Members of the General Purposes Committee *within the week* relating to availability of school governor's details and that the issue be further discussed at the next meeting of this Committee.

4. The 2006/2007 Statement of Accounts *(Chief Financial Officer)*

Purpose of Report

To enable Members to approve the Council's 2006/2007 Statement of Accounts.

Issue (s) for consideration by the Committee

The report advised Members that the Council was required by statute to produce the 2006/2007 Statement of Accounts in a specified format within three months of the year-end ie by 30 June. The accounts were subject to audit prior to publication by 30 September.

The draft Statement of Accounts was attached to the report. The Assistant Chief Financial Officer gave background information and provided an explanation of the main financial statements included in the Statement of Accounts. It was highlighted that there was nothing included in the report which had not already been agreed by the Council or Cabinet. Pages 23 to 26 of the Cash Flow Statement had been amended, a copy of which was tabled at the meeting. In respect of the Council's cash flow, it was highlighted that collection rates for both Council Tax and Business Rates had increased for 2006/07 and were both above the average for all unitary councils.

Earmarked Reserves

Members expressed concerns regarding the value of the museums acquisitions reserves and the lotteries reserve. They queried whether the surplus of accumulative interest from previous years could be spent. The Assistant Chief Financial Officer explained that the lotteries reserve was governed by the Lotteries and Amusements Act 1976 and outlined the history to this reserve and the arrangements for making grants. Following questions from Members, to which the Assistant Chief Financial Officer provided information, Members requested the following further information in relation to these reserves which the Assistant Chief Financial Officer agreed to provide following the meeting:-

- (i) Details of the legal requirements of the Act relating to the lotteries reserve.
- (ii) A copy of the Acquisitions Policy.
- (iii) A summary of income and expenditure on these reserves for the last four years.

A lengthy discussion ensued relating to reserves during which the Assistant Chief Financial Officer addressed the issues raised by Members. It was highlighted that scrutiny had reviewed the reserves two or three years ago. Members considered the possibility of a further scrutiny review of reserves, following which Members felt that it was more appropriate for the information on underspends to be analysed by the Committee prior to any scrutiny review request being made.

The following questions/observations and concerns were made by Members:-

- (i) The non-attendance of the District Auditors to answer any queries from Members.
- (ii) The impact of the surplus on the setting of the Council Tax. Members were of the view that the Council Tax had been set at a higher level than would have been necessary if the surplus had been known.
- (iii) Every year outturn was better than anticipated, resulting in an increase in the level of reserves.
- (iv) The extent of Member involvement in making choices/allocating underspends *compared with the process for setting the original budget*.
- (v) *As savings tend to be so readily achieved each year, did the initial budget targets set sufficient challenge to budget holders.*
- (vi) Members requested assurances that there were sufficient links between the Financial Plan and Service Plan and that spend was linked to service objectives through a medium term (3-5 years) financial and service plan.
- (vii) *That services that had been cut should have the first call on in-year savings and surpluses so that Members of the Council could determine whether to reinstate such services.*

The Assistant Chief Financial Officer advised Members that the final surplus for 2006/07 had arisen as a result of actions taken in late March to manage the Council's loan portfolio. This had produced a one-off benefit, although it was not certain that this amount would be achieved when the 2007/08 budget and Council Tax was set. Therefore, this amount could not have been taken into account when setting the 2007/08 budget. Cabinet had determined to allocate this money to the Budget Support Fund and proposals for allocating this money would be put forward for consultation and scrutiny as part of the 2008/09 Budget and Policy Framework proposals.

Appendix B.

LOTTERIES RESERVE (also known as Civic Lottery Fund) – value of reserve at 31/3/07 £411,000

Prior to the 2003/04 financial year this reserve was managed in accordance with a Council resolution made on 5th July 1990 (minute 57), whereby it was agreed that the capital value of the fund be increased by inflation, or 5% each year. The objective of this policy was to maintain the real value of the fund and thereby ensure that the interest earned on the fund provided an adequate amount for distribution. This policy was appropriate when inflation and interest rates were at significantly higher levels than they have been over recent years.

In 2003/04 the Grants Committee expressed concerns that owing to lower interest rates the value of funds available for distribution was reducing and in practical terms was not adequate to support any meaningful projects. Therefore, in 2003/04 the Grants Committee recommended that:

- the whole of the interest earned on the fund be used on an annual basis for funding projects/donations. On a practical basis the annual amount available for distribution is the previous years' interest. For example in 2007/08 the amount available for distribution is the interest earned in 2006/07 of £20,000;
- £1,500 of the total available for distribution should be allotted towards senior citizens' summer outings and/or Christmas parties;
- the capital value of the fund be frozen at the 1st April 2003 level of £372,000.

Decisions on the distribution of funds are made by the Grants Committee, which currently consists of the Mayor and Councillors Payne and Tumilty. The Grants Committee meets three times a year to consider applications for grants. The total annual available for distribution is divided equally across these meetings. Any unallocated resources from the first meeting are added to the amount to be allocated at the second meeting, the same happens at the second meeting. At the end of the financial year any unused resources are added to the capital sum.

Details of the criteria for using the Lottery Reserve and for assessing individual applications are attached at Appendix A.

The following table summarises the annual transactions for the period 2003/04 to 2006/07. The table shows that over this period the amount distributed from the fund is less than the interest earned on the fund. As a result the cash value of the fund has increased to £411,000 at 31st March 2007. When account is taken of inflation over this period this means that the "real term" value of the fund has effectively been maintained at the 2003/04 level.

Summary of Lottery Reserve 2003/04 to 2006/07

	2003/04 £'000	2004/05 £'000	2005/06 £'000	2006/07 £'000
Balance at 1st April	372	378	388	399
Receipts in year	14	18	17	20
Payments in year	(8)	(8)	(6)	(8)
Balance at 31st March	378	388	399	411

MUSEUMS ACQUISITIONS RESERVES – value of reserve at 31/3/07 £59,000

The Museums Purchase Fund was created in the late 1960's and consists of an initial endowment which has been added to through:

- the receipt of donations at the Museum of Hartlepool and the Hartlepool Art Gallery specifically given for this purpose; and
- the addition of interest on the value of the reserve.

The purpose of the fund is to enable the Museum service to respond to opportunity to purchase items for the collections with a particular reference to Hartlepool. As such opportunities do not arise on a regular basis it follows that the fund is not used each year. The current Collecting Policy as approved by Council and the Museums Accreditation Status which we have via the Museums, Libraries and Archives Commission (MLA).

Access to and approval to spend from this fund rests with the Portfolio Holder with responsibility for Museums and Heritage Services. If a decision is potentially controversial, or of an excessively large amount in comparison to the value of the fund, then reference could be made to Cabinet. Proposals to use this reserve are made by the Museums & Heritage Officer making recommendations to the Asst Director / Director of the Department and Portfolio Holder. The Fund is restricted to the purchase of items for the accredited museum service. The existence of the fund enables the Council to attract external funding toward the cost of purchasing items with a particular reference to Hartlepool.

There is nothing to stop any item being purchased outright through this fund. However, what generally happens is that this fund is used to match fund grants from national sources (e.g. Victoria & Albert (V & A) Purchase Fund, National Arts Collection Fund (NACF) Fund, Science Museum Fund etc) or local benefactors etc. This approach maximises the purchasing power of the fund.

John Mennear has confirmed that the last time this fund was used was in March 2005 when we purchased the 'Head of Ben' by Naheem Shoa - a purchase bought from exhibition at the Hartlepool Art Gallery for £15k - (£5k from NACF and £10k from the Museum Purchase Fund.)

Summary of Museums Acquisition Reserves 2003/07 to 2006/07

	2003/04 £'000	2004/05 £'000	2005/06 £'000	2006/07 £'000
Balance at 1st April	57	60	52	55
Receipts in year	3	3	3	4
Payments in year	0	(11)	0	0
Balance at 31st March	60	52	55	59

CIVIC LOTTERY GRANT APPLICATIONS – GUIDELINES

Background

The Chief Solicitor advises me that pursuant to Section 7 of the Lotteries and Amusements Act 1976, a local authority may promote a local lottery for any purposes, and in doing so must give such publicity to the objects of the local lottery as will be likely to bring them to the attention of persons purchasing tickets or chances, these objects are then reflected in the eligibility criteria. The authority are under a duty to apply the money accruing from the lottery (including interest) only to the objects of the lottery being that for which the lottery was promoted - as extended by the Secretary of State.

From 1977-1982 a Civic Lottery was promoted by this Council, and a Civic Lottery Fund was established, the original object being for leisure recreational or environmental projects. There is provision in the legislation under Section 7(4) for the consent of the Secretary of State to be given to the appropriation of lottery funds to purposes outside the consent, for an amendment in the Council lottery, to include the provision of grants to local charitable organisations, and on the 4th December 1989 the said consent was granted. Any further departure from the current criteria would require similar consent.

Current Criteria

The current eligibility criteria for assistance from the Civic Lottery Fund is therefore as follows:-

Any application must be for either leisure, recreational or environmental projects, and following approval by the Secretary of State in December, 1989, it is now also possible for charitable organisations to qualify for assistance.

Applicants must be based in the Borough of Hartlepool.

Applicants should be either organisations or individuals supported by a club/organisation.

The Grants Committee to consider applications for assistance 3 times during the year in order that an overall view of applications can be obtained.

Restrict the maximum amount of grant allocated to £500.

Restrict applicants to applying for assistance only once every 12 months.

That grants must be claimed within one year of their approval.

Members to assess each application on its merit.

At present senior citizens clubs receive grants for either a summer outing or Christmas party (not both) subject to funds being available based on the number of Members in their club:-

- 15 - 20 Members - £20
- 21 - 40 Members - £40
- 41 - 60 Members - £50
- Over 61 Members - £70

At the meeting of the Community Support Sub-Committee held on 30th July 1996 the following additional criteria for community groups was approved.

Criteria for specific activities such as team activities, including football, netball and jazz bands.

- i) Teams must comprise a majority of residents from areas of disadvantage as identified by the 1991 Census.
- ii) Grants of up to £200 per team or band up to a maximum of £300 per group may be awarded as a contribution towards running costs. These costs are likely to include pitch and league fees and transport.
- iii) Grant aid should not be used to establish new teams.
- iv) Applications for equipment will not be supported, as other funders can offer support to teams who are requesting grant aid to purchase strips, nets, balls etc.

GRANTS COMMITTEE

24 September 2007

Report of: Director of Adult and Community Services

Subject: CIVIC LOTTERY FUND

SUMMARY

1. PURPOSE OF REPORT

- 1.1 To seek Grants Committee consideration of the future of the Civic Lottery fund and the specific request of the General Purposes Sub-Committee to seek amendment of the 'approved purposes' of the Civic Lottery criteria to enable repair and maintenance of the town's Civic Regalia.

2. SUMMARY OF CONTENTS

The report provides a short history of the Civic Lottery and its current 'approved purposes' of use. Members have previously requested a review of the Lottery Fund with a view to its cessation and this report provides preliminary discussion on the future of the Lottery Fund.

The General Purposes Committee have requested that consideration be given to an amendment of the current guidelines to include the potential for repair of the towns historic Civic Regalia.

3. RELEVANCE TO GRANTS COMMITTEE

The Civic Lottery Fund and award of grants is the responsibility of the Grants Committee.

4. TYPE OF DECISION

Non-Key

5. DECISION MAKING ROUTE

Grants Committee – 24th September 2007

6. DECISION(S) REQUIRED

That the request of the General Purposes Sub-Committee be approved.

The Civic Lottery Fund cease and considerations be given to the disbursement of the Capital Fund.

That the preferred course of action be: -

- i) The repair of the Civic Regalia
- ii) The transfer of the capital balance into a specific strategic reserve
- iii) Options to be agreed and consultation to be undertaken by Viewpoint 1000.

That the Secretary of State be approached with a view to securing consent for the Grants Committees decision.

Report of: Director of Community Services

Subject: CIVIC LOTTERY FUND

1. PURPOSE OF REPORT

- 1.1 To seek Grants Committee consideration of the future of the Civic Lottery fund and the specific request of the General Purposes Committee to seek amendment of the 'approved purposes' of the Civic Lottery criteria to enable repair and maintenance of the town's Civic Regalia.

2. BACKGROUND

- 2.1 A Civic Lottery was promoted by the Council between 1977 and 1982, the original objects being for leisure, recreational and environmental projects. This was amended to include provision of grants to local charitable organisations by the Secretary of State on the 4th December 1989.
- 2.2 A history of the Civic lottery and the guidelines under which the Grant Committee disburse funding is provided in **Appendix 1**.
- 2.3 At the meeting of the Grants Committee held on the 3rd July 2002, Members agreed that they wished the Civic lottery scheme to be reviewed with a view to it ceasing. Officers had begun to examine this although it had proved challenging.
- 2.4 At the meeting on the 26th March 2003 the Chief Solicitor circulated a report outlining the legal requirements regarding future administration of the Civic Lottery fund (copy attached at **Appendix 2**).
- 2.5 Members were requested to give further guidance to Officers on the nature of the proposal to form the basis of negotiations with the Secretary of State. This included the intention to close the Lottery Fund and disburse the outstanding fund, in line with existing guidelines, to a project which would ensure benefit across the town for a large number of citizens.

- 2.6 This course of action has yet to be pursued, meanwhile the Grants Committee sought and obtained Mayoral Executive portfolio approval for the Civic Lottery Fund interest to be disbursed in its entirety thus creating a 'closed fund' which reduces in value year on year. The current value of the Civic Lottery Fund stands at £411,000.00. Over the four years 2003/04 – 2006/07 the total paid out as amounted to £30,000 and has earned interest of £69,000, the value of the fund over the last four years has therefore increased from £372,000 at 31st March 2003 to £411,000 at 31st March 2007.

3. ISSUES FOR CONSIDERATION

- 3.1 The approved guidelines for grants from the Civic Lottery Fund were last amended in 1989.
- 3.2 The General Purposes Committee on the 29th June 2007, considered the Council's draft Statement of Accounts for 2006/2007 and expressed concern that the balance of the Civic lottery fund had increased. Members of the General Purposes Committee therefore determined that they wished officers to explore extending the type of expenditure which can be funded from the Civic Lottery Fund to include repairs to Civic Regalia. In addition the Regalia Committee have also supported this request to the Grants Committee. As this Committee has responsibility for managing the Civic Lottery Fund this proposal is being brought to this Committee for consideration. If this proposal is agreed this would allow an increased percentage of the Civic Regalia to be displayed within the Civic Centre to residents and visitors alike.
- 3.3 Members will also need to consider re-affirmation of the desire to close the Civic Lottery Fund, whilst this was recommended at the Grants Committee on the 26th March 2003, the manner and use of the capital funds to ensure benefit to as large a number of residents as possible has never been concluded. The original intention being to produce a shortlist of ideas and to then undertake resident consultation to assist in determining a preferred course of action.
- 3.4 The original reason for considering termination of the Civic Lottery Fund was due to the small level of interest payments generated which then took a disproportionate amount of officer time to administer and bring to the Grants Committee for consideration and decision.
- 3.5 Members had recognised that this was an inefficient process and that awarding of small grants upto a maximum of £500 was rarely anything other than a fundraising contribution for the applicant group.
- 3.6 In considering this request, Members of the Grants Committee will appreciate that approval in principle would then require formal application to the Secretary of State for consent.

- 3.6 Members recognised that this was not an efficient process and that the end result of small grants upto a maximum of £500 was rarely anything other than a contribution to applicant group fundraising.

4. CONCLUSION

- 4.1 That Members consider the expansion of the current guidelines to specifically include the maintenance and restoration of the Civic Regalia.
- 4.2 In view of the time which has lapsed since the Grant Committee's initial considerations and in order that the matter can be progressed, Members are requested to give consideration to re-affirming the previous decision of the Committee – i.e. the review and closure of the Civic Lottery fund.
- 4.3 In the event that Members seek to cease the Civic Lottery Fund, guidance is required to determine which option should be pursued further, namely: -
1. An increase in the level of annual disbursement which would see the capital fund used up more rapidly. Whatever annual sum is asked for disbursement would continue to mean relatively small grant (upto £500) disbursements for at least fifteen years this would not achieve any the efficiencies intended.
 2. Amendment to 'guidelines' to incorporate approval to utilise the fund for the repair of the Civic Regalia. If this was achieved a finite sum would be expended immediately thus achieving the objective whilst leaving a capital balance.
 3. Identification of a valid project from within the existing guidelines and a capital contribution to made towards that approved objective. The underlying principle being one that would over time, give benefit to a large number of residents.
 4. The conversion of the remaining Civic Lottery Fund into a capital contingency reserve to be used for a future capital development of a leisure, recreational or environmental nature, for e.g.
 - H2O Centre / Indoor Sports Strategy Facilities
 - Maritime Festival Events
 - Afforestation and Greening of Hartlepool
- 4.4 The recipient project could be identified by consultation through Viewpoint 1000 which is a balanced demographic profile of Hartlepool residents.

5. RECOMMENDATIONS

- 5.1 That the request of the General Purposes Sub-Committee be approved.
- 5.2 The Civic Lottery Fund cease and consideration be given to the future disbursement of the Capital Fund.
- 5.3 That the preferred course of action be: -
 - i) the repair of the Civic Regalia
 - ii) the transfer of the capital balance into a specific strategic reserve
 - iii) options to be agreed and selection via consultation through Viewpoint 1000.
- 5.4 That the Secretary of State be approached with a view to securing consent in support of the Grants Committees decision.

Appendix 1

CIVIC LOTTERY GRANT APPLICATIONS - GUIDELINESBackground

The Chief Solicitor advises me that pursuant to Section 7 of the Lotteries and Amusements Act 1976, a local authority may promote a local lottery for any purposes, and in doing so must give such publicity to the objects of the local lottery as will be likely to bring them to the attention of persons purchasing tickets or chances, these objects are then reflected in the eligibility criteria. The authority are under a duty to apply the money accruing from the lottery (including interest) only to the objects of the lottery being that for which the lottery was promoted - as extended by the Secretary of State.

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- 2 -

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- iii) Grant aid should not be used to establish new teams.
- iv) Applications for equipment will not be supported, as other funders can offer support to teams who are requesting grant aid to purchase strips, nets, balls etc.

GRANTS COMMITTEE

26 March, 2003



Report of: Chief Solicitor

Subject: CIVIC LOTTERY FUND

SUMMARY

1. PURPOSE OF REPORT

To advise the Committee of the legal requirements regarding future administration of the Civic Lottery Fund.

2. SUMMARY OF CONTENTS

The report provides details of the provisions of the statutory provisions relating to Civic Lotteries.

3. RELEVANCE TO THE GRANTS COMMITTEE

The Committee is responsible for determining these grant applications funded from the Civic Lotteries Fund.

4. TYPE OF DECISION

No decision proposed

5. DECISION MAKING ROUTE

-

6. DECISION(S) REQUIRED

-

Grants Committee - 26 March, 2003

Report of: Chief Solicitor

Subject: CIVIC LOTTERY FUND

1. PURPOSE OF REPORT

- 1.1 To advise the Committee of the legal requirements regarding future administration of the Civic Lottery Fund.

2. BACKGROUND

- 2.1 Members will be aware that the Civic Lotteries Fund, was generated some years ago by a public lottery promoted by the Council for particular purposes, reflected in the criteria laid down for grant applications.
- 2.2 The legislation (Lotteries and Amusements Act 1976, enabled local authorities to promote such lotteries for any purposes for which the authority had power to incur expenditure. The Act imposed the upon the Council the duty to apply money accruing from the lottery only to the purpose or purposes for which the Council promoted the lottery.
- 2.3 However, that restriction was qualified by the ability of the Secretary of State to consent to the use of money accruing from a local lottery for a purpose suggested by the authority if the Secretary of State is satisfied -
- (a) that the purpose of the lottery has been fulfilled or cannot now be carried out, or
 - (b) that the purpose provides a use for part only of the money accruing from the lottery, or
 - (c) that the fund can be better used in conjunction with other monies applicable for similar purposes, or
 - (d) that the purpose of the lottery was to benefit a particular area that no longer exists., or
 - (e) that the purpose of the lottery is now adequately provided for by other means or has ceased to be a suitable and effective use of the fund.
- 2.4 If the Secretary of State approves the alternative use, then Council would then be under a duty to use the fund for the approved alternative use.

3. RECOMMENDATION

That this report be noted.

13. Declarations of Interest from Members

None

14. Confirmation of the minutes of the meeting held on 16th July 2007

Agreed

15. Civic Lottery Fund *(Director of Adult and Community Services))*

Type of decision

Non-key

Purpose of report

To seek Grants Committee consideration of the future of the Civic Lottery fund and the specific request of the General Purposes Sub-Committee to seek amendment of the 'approved purposes' of the Civic Lottery criteria to enable repair and maintenance of the town's Civic Regalia.

Issue(s) for consideration by the Committee

The report provided a short history of the Civic Lottery and its current approved purposes of use. Members had previously requested a review of the Lottery Fund with a view to its cessation. Approval had been given for the Civic Lottery fund interest to be disbursed in its entirety thus creating a 'closed fund' which would reduce value year on year. However over the four years 2003/04-2006/7 the amount of interest earned had increased the value of the fund from £372,000 to £411,000.

In June 2006 the General Purposes Committee had expressed concern at this increase and determined that they wished officers to explore extending the type of expenditure which could be funded from the Civic Lottery Fund to include repairs to Civic Regalia. The Regalia Committee also supported this request which would allow an increased percentage of the Civic Regalia to be displayed within the Civic Centre.

Members were also asked to consider re-affirming their decision to close the Civic Lottery Fund. The original reason for considering termination was due to the small level of interest payments generated which then took a disproportionate amount of officer time to administer. Should members decide to cease the fund options were given as to how the capital could be disbursed. Any alterations would require formal approval from the Secretary of State.

It was felt by members that using Civic Lottery Funds for the repair of Civic Regalia was inappropriate. The Chief Solicitor advised that he felt the Secretary of State was unlikely to consider such a use to be a satisfactory extension of the criteria for distribution of the fund. Following further discussion members agreed that they wished the Civic Lottery Fund to continue with the maximum grant allowed to be increased to £2000. The Chief Solicitor expressed his understanding that the consent of the Secretary of State would not be required in that regard. A request was also made for more publicity in order to encourage more diverse groups to apply.

Decision

1. That the request of the General Purposes Sub-Committee be refused and Civic Lottery monies not be used for the repair of Civic Regalia,
2. That the Civic Lottery Fund continue,
3. That the maximum amount of grant allowed to an individual group be increased to £2,000
4. That a publicity exercise be undertaken to encourage new applications and
5. That a further report be brought to Grants Committee advising members of what interest had been forthcoming following said publicity

15. Community Safety Capital Grants Allocation *(Head of Community Safety and Prevention)*

Type of decision

Non-key.

Purpose of report

To advise Members of applications to the Community Safety Capital Fund and seek approval for recommended grant awards.

Issue(s) for consideration by the Committee

The Council decided that its capital budget for 2007/08 would include an allocation £150,000 to implement community safety projects, which are associated with and contribute to Safer Hartlepool Partnership's strategy to

GENERAL PURPOSES COMMITTEE

30th October 2007



Report of: Director of Children's Services

Subject: APPOINTMENT OF LOCAL AUTHORITY
REPRESENTATIVES TO SERVE ON SCHOOL
GOVERNING BODIES

1. PURPOSE OF REPORT

To update members of the General Purposes Committee in respect of vacancies that currently exist and one which will exist in November 2007 for Local Authority representative governors, and to request members to make recommendations to the Children's Services Portfolio Holder in respect of the appointment of Local Authority representative governors to serve on a schools' governing bodies.

2. BACKGROUND

Applications are invited from members of the general public, elected members and those governors whose term of office is about to expire and who are, interested in serving or wish to continue to serve as a LA representative governor on school governing bodies.

The following criteria were agreed by the Borough Council for the recruitment of LA representative governors in 2000. LA governors should be able to show:

- demonstrable interest in and commitment to education;
- a desire to support the school concerned;
- a commitment to attend regular meetings of the governing body (and committees as appropriate) and school functions generally;
- good communication/interpersonal skills;
- ability to work as part of a team;
- a clearly expressed willingness to participate in the governor training programme.

A schedule (**Appendix A**) is attached setting out details of vacancies which currently exist for LA representative governors and the vacancy occurring in November 2007, together with applications received in respect of the vacancies (**Appendix B**). **This item contains exempt information under Schedule 12A of the Local Government Act 1972, (as amended by the Local Government (Access to Information)(Variation) Order 2006) namely, information relating to any individual (para 1)**

3. RECOMMENDATIONS

That the recommendation for the appointment set out in the confidential section of the minutes, of LA representative governors be referred to the Children's Services Portfolio Holder for approval.