

GRANTS COMMITTEE AGENDA



Friday, 15 August 2008

at 11.30 am

in Committee Room A

MEMBERS: GRANTS COMMITTEE:

The Mayor, Stuart Drummond

Councillors Payne and Tumilty

1. APOLOGIES FOR ABSENCE

2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS

3. MINUTES

3.1 To receive the minutes of the meeting held on 21 July 2008

4. KEY DECISIONS

None

5. OTHER ITEMS REQUIRING DECISION

5.1 Civic Lottery Grant Applications – *Assistant Chief Executive*

GRANTS COMMITTEE

MINUTES AND DECISION RECORD

21 July 2008

The meeting commenced at 2.30 pm in the Civic Centre, Hartlepool

Present:

Councillor Robbie Payne (In the Chair)

The Mayor, Stuart Drummond and Councillor Victor Tumilty.

Officers: Tracy Liveras, Young People and Play Co-ordinator
Susan Rybak, Community Resource Manager
Pat Wormald, Senior Clerical Officer
Angela Hunter, Principal Democratic Services Officer

36. Apologies for Absence

None.

37. Declarations of interest by Members

None.

38. Minutes of the meeting held on 21 April 2008

Received.

39. Annual Report of the Play Opportunities Pool Awards 2006/2007 *(Director of Children's Services)*

Type of decision

Non key.

Purpose of report

To provide Members with information regarding grant aid awarded from the Play Opportunities Pool during the 2006/2007 financial year.

Issue(s) for consideration by the Committee

Grant aid totalling £21,111.50 was made available annually to community groups and voluntary organisations to enable them to provide play opportunities throughout the year, thereby complementing the Authority's play provision. The provision of play grants also enabled groups to provide play to meet local needs, especially in areas of disadvantage to assist local people on limited incomes.

Grant Awards were used as a contribution towards the cost of a play opportunity, with the Authority's funding acting as a magnet to attract match funding. In total 12 groups were awarded funding totalling £17,523.73, using the set criteria to provide a wide range of play opportunities across the town. Details of the groups requesting funding were set out in Appendix 2. Grant aid to the voluntary and community sectors was monitored on an annual basis and extracts from the monitoring form from each funded organisation was attached at Appendix 4.

It had become evident through the grant process that more opportunities needed to be developed in local communities with priority for local children accessing provision. Areas identified to support the development of local play opportunities were detailed within the report.

Decision

The Annual Report of the Play Opportunities Pool Grant Monitoring Information was noted.

40. Play Opportunities Pool Award 2008/2009 *(Director of Children's Services)***Type of decision**

Non-key.

Purpose of report

To advise Members of applications to the Play Opportunities Pool and seek approval for recommended grant awards.

Issue(s) for consideration by the Committee

The Play Opportunities Grant totals £18,000 and was made available to community groups and voluntary organisations to provide play opportunities

throughout the year complementing provision delivered through Children's Centres and Extended Services. At its meeting on 21 April 2008, the Grants Committee approved grant aid to six groups totalling £13,893.80 leaving a balance of £4,106.20.

Information relating to the groups requesting funding was detailed in the report with the following recommendations:

Harbour Support Services – a contribution of £500.00 towards the purchase of equipment and resources for the dedicated play room

Brougham After School and Holiday Club – a contribution of £500.00 towards the cost of transport to be used during the summer holiday club

Hartlepool Young Carers Project – a contribution of £2,000.00 towards the cost of transport and the purchase of equipment and resources for the newly acquired allotment.

A discussion ensued on the viability of organisations integrating their transport requirements and possibly reducing their insurance costs. The Young People and Play Co-ordinator informed Members that the insurance costs incurred by the organisations included buildings and public liability insurance as well as transport and would therefore be difficult to integrated. However, Members were informed that the HVDA worked with organisations to secure the best possible value for money in relation to the insurances required. Members were informed that the Council's Integrated Transport Unit were examining a holistic approach to the commissioning of and access to transport services across the voluntary and community sector.

Decision

That the following grants, as detailed above totalling £3,000 were approved:

Harbour Support Services – £500.00

Brougham After School and Holiday Club – £500.00

Hartlepool Young Carers Project – £2,000.00

41. Directed Lettings 2008/2009 Hire of Premises by Voluntary/Community Groups *(Director of Adult and Community Services)*

Type of decision

Non-key.

Purpose of report

To provide details of applications to the Directed Lettings Scheme, the hire of premises by voluntary/community groups.

Issue(s) for consideration by the Committee

Members were reminded that approval had been given at the meeting of the Grants Committee on 6 March 2008, to the allocation of funding of £3,500 for Directed Lettings, in 2008/2009 for the hire of premises by voluntary/community groups. Grant aid was targeted towards the groups operating in the most disadvantaged areas.

In addition to the applications received, it was also highlighted that the Council has a legal obligation to provide grant aid to Hart and Elwick Parish Councils at a cost of £440 in total. Consideration was also requested of an additional £20 to be allocated to cover the costs of one meeting of a Parish Council in the 2007/2008 financial year as the charges had not been made in the appropriate financial year. This had resulted in a balance of £179 to be added back to the Community Pool for distribution at future meetings of the Grants Committee.

In all cases grant aid was recommended towards the costs of the hire of a venue for one meeting per week. Recommendations were presented as follows:-

Organisation	Amount Recommended 2008/2009
22 nd Hartlepool Rainbows, Brownies, Guides	£455
20 th Hartlepool Brownie Guides	£600
34 th Hartlepool Guides, Brownies, Rainbows	£656
1st Hartlepool Brownie Unit	£290
Hartlepool Youth Choir	£300
Hartlepool Swimming Club	£560
Hart Parish Council	£220
Elwick Parish Council	£220
Total	£3,301

Detailed information on the applications was appended to the report.

Clarification was sought on how new groups and organisations were targeted to encourage applications for this grant aid. The Community Resource Manager confirmed that the Directed Lettings grants were targeted only at groups who had previously benefitted from free access to premises but there are alternative sources of funding for other groups to apply to for grant aid. In response to a Member's question, the Community

Resource Manager indicated that despite the location of some of the above groups not being in deprived areas, children from deprived areas did access the groups.

Decision

- (i) The levels of grant as detailed above from the Community Pool Directed Lettings allocation for 2008/2009 were approved.
- (ii) That an additional £20 be deducted from the 2008/2009 budget for expenditure relating to the 2007/08 financial year, the balance of the Directed Lettings allocation, £179 to be added back to the main budget.

42. Community Pool (*Director of Adult and Community Services*)

Type of decision

Non-key.

Purpose of report

To advise and seek approval for the level of grant awards to community groups and voluntary organisations from the Community Pool for 2008/2009.

Issue(s) for consideration by the Committee

A total of nine applications totalling £166,536, including three which were deferred from Round 1, were presented for consideration at this meeting. They included:

One year revenue grant applications

Hartlepool Credit Union Forum
Manor Residents' Association
Headland Development Trust
The Wharton Trust
Voluntary Wheels

Three year revenue tapered funding grants (2008-2011)

Hartlepool Hospice
Making a Difference

In addition to the above, two applications from the Adventure Youth Sea

Training Trust and the Association of British Poles were included but not recommended for approval at this time. Details of all applications were included within the report.

Members noted that this was the second time an application from the Adventure Youth Sea Training Trust had been refused. The Community Resource Manager indicated that the Trust had been advised to seek support from Hartlepool Voluntary Development Agency to assist them with the implementation of essential policies and procedures and the identification of an appropriate quality standards system which would better equip them for future applications for funding. A discussion ensued on the application from the Hartlepool Credit Union, previously endorsed by Cabinet. Members was noted that the total amount for this application was less than that endorsed by Cabinet and the Community Resource Manager indicated that the original figure included costs that are not considered to be core costs and therefore could not be funded from the Community Pool.

A lengthy discussion took place in relation to the arrangements for the 3-year tapered grants and whether this type of arrangement was still appropriate. Members considered that the 3-year tapered grants were not operating as efficiently as originally intended and suggested that the best way forward may be to approve grants on a 1-year basis only. The Community Resource Manager informed Members that as part of the Voluntary Sector Strategy, a review of the funding of the voluntary sector was being undertaken and that this is likely to lead to a review of the Community Pool.

In relation to the application by Making a Difference, clarification was sought on how this organisation worked alongside the Young People Strategy and the RESPECT (Reaching Every Social personal Effect Concerning Teenagers) organisation. The Community Resource Manager indicated that although the organisations were similar and complemented each other, there were subtle differences, mainly in relation to the practical support, ie access to laundry services, that the Making a Difference organisation provided. Further detailed information on the operational aspects of both organisations and the links to the Young People's Strategy was requested by Members.

Clarification was sought on the Voluntary Wheels application and whether this was a duplication of the earlier discussion in relation to transport under the Play Opportunities funding. The Community Resource Manager indicated that the Play Opportunities initiative could utilise the Voluntary Wheels organisation as a more viable option for transport, ie smaller buses for hire. It was noted that the Voluntary Sector Strategy would explore the possibility of voluntary groups tendering for Council contracts for the provision of their services.

Decision

- (i) That the applications for Community Pool funding as detailed in Appendix 2 be approved for 1 year only.
- (ii) That any allocation of grant aid to groups known to be experiencing financial difficulties be released in monthly/quarterly instalments, as appropriate, in order to safeguard the Council's investment and minimise risk.
- (iii) That the applications for the Adventure Youth Sea Training Trust and the Association of British Poles be rejected.
- (iv) That the balance of the Community Pool £61,604 be considered for allocation against bids at future meetings within the financial year.
- (v) That further detailed information on the Making a Difference and RESPECT organisations be forwarded to Members for their information.

43. Reach Every Social Personal Effect Concerning Teenagers (*Director Adult and Community Services*)**Type of decision**

Non-key.

Purpose of report

To provide details of a request from Reach Every Social Personal Effect Concerning Teenagers (RESPECT) for the immediate release of the second instalment of their 2008/09 award from the Community Pool and the amendment of the original terms of the award.

Issue(s) for consideration by the Committee

Due to current financial difficulties, RESPECT had submitted a request for the immediate release of the second instalment of their 2008/09 Community Pool grant and an amendment to the original terms of the award. The report detailed the circumstances of this request and included supporting information received from the Group for Members' consideration.

It was noted that in light of a significant amount of referrals made to this organisation from the Children's Services Department, the organisation were seeking a Service Level Agreement with the local authority for the provision of this service. It was further noted that a newly appointed Treasurer was in place and was providing valuable management support to this organisation.

It was suggested by Members that the organisation may benefit from having a Council representative on its Board and that this could be conditional of the approval of the funding. It was further suggested in the report that the organisation provide regular updates in relation to their financial situation and the execution of their fundraising strategy and Members were keen to receive this information.

Decision

- (i) The request from RESPECT for the immediate release of the second instalment of their 2008/09 Community Pool award be approved subject to the inclusion of a Council representative on the RESPECT Board.
- (ii) That the terms and conditions of the original award be amended as detailed in the report.
- (iii) That regular updates be provided to the Grants Committee in relation to the organisation's financial situation and the execution of their fundraising strategy.

The meeting concluded at 4.10 pm

PETER DEVLIN

CHIEF SOLICITOR

PUBLICATION DATE: 25 July 2008

GRANTS COMMITTEE

MINUTES AND DECISION RECORD

21 July 2008

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Present:

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The Mayor, Stuart Drummond and Councillor Victor Tumilty.

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Issue(s) for consideration by the Committee

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It was noted that in light of a significant amount of referrals made to this organisation from the Children's Services Department, the organisation were seeking a Service Level Agreement with the local authority for the provision of this service. It was further noted that a newly appointed Treasurer was in place and was providing valuable management support to this organisation.

It was suggested by Members that the organisation may benefit from having a Council representative on its Board and that this could be conditional of the approval of the funding. It was further suggested in the report that the organisation provide regular updates in relation to their financial situation and the execution of their fundraising strategy and Members were keen to receive this information.

Decision

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- (ii) That the terms and conditions of the original award be amended as detailed in the report.
- (iii) That regular updates be provided to the Grants Committee in relation to the organisation's financial situation and the execution of their fundraising strategy.

The meeting concluded at 4.10 pm

PETER DEVLIN

CHIEF SOLICITOR

PUBLICATION DATE: 25 July 2008

GRANTS COMMITTEE

15 August 2008



Report of: Assistant Chief Executive

Subject: CIVIC LOTTERY GRANT APPLICATIONS

SUMMARY

1. PURPOSE OF REPORT

To consider Civic Lottery Grant Applications.

2. SUMMARY OF CONTENTS

The report asks members to consider the following:

- the general approach to the allocation of the available balance for 2008/9
- the approach to the award of grants for citizens' summer outings and Christmas parties and delegating authority to officers to approve these grants.
- applications where no previous grants have been awarded.
- applications where grants have previously been awarded.

3. RELEVANCE TO THE GRANTS COMMITTEE

The Committee is responsible for determining these grant applications.

4. TYPE OF DECISION

Non-key decision.

5. DECISION MAKING ROUTE

Grants Committee.

6. DECISION(S) REQUIRED

To consider the approach to the allocation of the available balance for 2008/09, (including the setting aside of £1,500 for applications for summer outings and Christmas parties as set out in section 3 (A) of the report and delegating authority to the Assistant Chief Executive to award such grants in accordance with the criteria)

To consider applications for the allocation of grants as detailed in sections 3 (B), and (C) of the report and to distribute proportionately.

Report of: Assistant Chief Executive

Subject: CIVIC LOTTERY GRANT APPLICATIONS

PURPOSE OF REPORT

- 1.1 To consider Civic Lottery Grant Applications.

2. BACKGROUND

- 2.1 In accordance with the procedure previously approved by Members, the annual amount available for distribution of lottery grants is based upon the real rate of interest earned by the investment in the previous financial year. This can be calculated from the Council's internal interest rate.

- 2.2 For 2008/2009 grants the rates are: 2007/2008 internal interest rate **4.21%**. The calculation is set out below:

	£
Balance 1 April 2008	415,651.52
Interest on fund at 4.21 %	<u>17,312.00</u>
Balance available for distribution	17,312.00

- 2.3 Members may recall that at the Grants Committee meeting of 21 April 2008 Members awarded £9115.52 from the 2008/09 budget to fund grant applications submitted at that meeting, therefore the balance remaining for distribution in 2008/09 is £8196.48. In the past Members have agreed that £1500 has been made available for senior citizens' summer outings and Christmas Parties but in 2007/08 grants were awarded to the value of £3140, resulting in an overspend of £1,640. Members may wish to increase the amount put aside for this purpose. However, this will affect the amount available for distribution for the three tranches. If Members chose to keep the allocation at £1,500 then the remaining amount available for the whole of the financial year will be **£6,696.48**. The total sum sought in this tranche of lottery applications, the first of three that are due to be considered this Municipal Year, is £9826.02.
- 2.4 The current criteria for eligibility and distribution from the Civic Lottery Fund requires Members to consider applications three times a year in order that an overall view of applications can be obtained. In previous years Members have generally attempted to distribute one third of the balance available on each occasion.

- 2.5 Also In previous years it was agreed to distribute the balance available for distribution proportionately. Normally if the amount of grants requested outweighs the allocation available, awards are usually made on a pro rata basis. Each of the three tranches would be allocated £2232.16 therefore Members would not be able to fully support each of the grant applications in this first tranche.

3. ISSUES FOR CONSIDERATION AND FINANCIAL IMPLICATIONS

A) APPROACH TO APPLICATIONS FOR FUNDING TOWARDS SENIOR CITIZENS' SUMMER OUTINGS AND CHRISTMAS PARTIES

It is usual at this time of year to consider applications from senior citizens' organisations, and the Council's warden-controlled flatlets and bungalows, for assistance towards the cost of their summer outings and Christmas parties.

It is suggested that Members may wish to adopt a similar system as in previous years, whereby, a sum of £1,500 is set aside for applications for grants towards either summer outings or Christmas parties (not both). If this approach continues then the balance available for distribution for other application would reduce from £8196.48 to £6,696.48 (as described in paragraph 2.3 above). Members have previously agreed to award the Senior Citizen's summer outings/Christmas parties as follows:-

Up to 30 members	£60
Over 30 members	£100

In previous years decisions relating to this type of application have been delegated to the Assistant Chief Executive and it is suggested that this approach continues.

B) APPLICATIONS FOR CONSIDERATION – WHERE NO PREVIOUS GRANTS HAVE BEEN AWARDED

Copies of the application forms are available in the Members' Library.

APP NO	ORGANISATION	REASON FOR APPLICATION	TOTAL COST	SUM SOUGHT
3320	Hartlepool Shotokan Karate Club	Entry fees , transport and accommodation costs for competition	£1,900 - £2,500	£950

APP NO	ORGANISATION	REASON FOR APPLICATION	TOTAL COST	SUM SOUGHT
3326	Middleton and Raby Road Community Action Group	Family fun day	£1825.00	£690
3328	Footprints Group	Venue hire and running costs for group meetings	£2357.80	£1057.80
3330	Tees Valley Aces	Instruments and uniforms for children aged 4 – 18 years	£2,000	£2,000
3332	Friends of the North Cemetery	Computer for secretary of the group to complete minutes	£1,000	£1,000

C) APPLICATIONS FOR CONSIDERATION – SECOND AND SUBSEQUENT REQUESTS

Copies of the application forms are available in the Members' Library.

APP NO	ORGANISATION	REASON FOR APPLICATION	TOTAL COST	SUM SOUGHT
3318	Hartlepool Youth Choir Parents' Association	Contribution towards staging a concert in June 2008	£900	£625
28.7.03	PREVIOUS GRANTS £452.31 towards event fees for Europa Cantata			
3319	Hartlepool Royal British Legion	Visit to Eden Camp museum to take part in Veteran's day service and parade	£350	£350
15.6.00 9.5.03	PREVIOUS GRANTS £70 towards Christmas Party £22 towards AGM Trip			
3321	Old Boys' Field Sheltered Bungalows	Veteran's Day celebrations in June	£200	£200
18 applications prior to 2001 29.11.01	PREVIOUS GRANTS £40 towards Christmas Decorations			
3322	Hartlepool Model Rail Group	Costs of staging model rail workshop	£1,208.70	£1,208.70
12.3.06	PREVIOUS GRANTS £500 towards Model Rail Exhibition (unclaimed)			

3327	Headland Development Trust	Additional Insurance Cover for Volunteer Activity	£244.52	£244.52
PREVIOUS GRANTS				
25.3.03	£460 towards the staging of a summer variety show			
8.8.04	£431.48 for assistance towards Headland Illuminations			
15.11.05	£500 towards Alterations to Activ8 building			
3329	Hartlepool Church & District Football League (Saturdays)	Trophies for winning teams	£808.50	£700
PREVIOUS GRANTS				
20.12.04	£500 towards trophies & affiliation fees			
28.3.06	£500 towards end of season trophies			
16.7.07	£500 towards trophies			
3331	Friends of Tees & Hartlepool Yacht Club Sailing Cadets	Subsidise cost of weekend trip on the Tall Ship 'James Cook'	£1560	£800
PREVIOUS GRANTS				
16.7.07	£500 towards similar sailing trip last year			

4. RECOMMENDATIONS

To consider the approach to the allocation of the available balance for 20078/9, (including the setting aside of £1,500 for applications for summer outings and Christmas parties as set out in section 3 (A) of the report and delegating authority to the Assistant Chief Executive to award such grants in accordance with the criteria set out in the report)

To consider applications for the allocation of grants as detailed in Sections 3 (B) and (C) of the report and to distribute proportionately.