

# GRANTS COMMITTEE AGENDA



**Monday, 17 August 2009**

**at 2.00 pm**

**in Committee Room A, Civic Centre, Hartlepool**

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 11 May 2009 (attached)

**4. KEY DECISIONS**

None

**5. OTHER ITEMS REQUIRING DECISION**

- 5.1 Play Opportunities Pool Award 2009/2010 – *Director of Children's Services*
- 5.2 Community Safety Capital Grants Allocations – *Head of Community Safety and Prevention*
- 5.3 Civic Lottery Fund Grant Applications 2009/2010 - *Director of Adult and Community Services*
- 5.4 Directed Lettings 2009/2010 Hire Of Premises By Voluntary/Community Groups – *Director of Adult and Community Services*

# **GRANTS COMMITTEE**

## **MINUTES AND DECISION RECORD**

11 May 2009

The meeting commenced at 3.00 pm. in the Civic Centre, Hartlepool

**Present:**

Councillor Robbie Payne (In the Chair)  
Councillors Victor Tumilty and The Mayor, Stuart Drummond

Officers: John Mennear, Assistant Director (Community Services)  
Susan Rybak, Community Resource Manager  
Pat Wormald, Senior Clerical Officer  
Sarah Bird, Democratic Services Officer

### **25. Apologies for Absence**

None.

### **26. Declarations of interest by members**

None.

### **27. Confirmation of the minutes of the meeting held on 26 March 2009**

The minutes were received.

### **28. Community Pool 2009/2010 – Round 2** *(Director of Adult and Community Services)*

**Type of Decision**

Non key.

**Purpose of Report**

The report was presented in order to advise and seek approval for the level of grant awards to community groups and voluntary organisations from the Community Pool.

**Issues for Consideration**

Applications to the Community Pool had been invited for the 2009/2010

financial year from community groups and voluntary organisations providing services for the benefit of Hartlepool residents.

The Community Pool budget for the 2009/2010 financial year was £482,583. At the meeting of the Grants Committee on 24 February 2009, Members had approved Round 1 applications from the 2009/2010 budget totalling £400,473, leaving a balance of £82,120 to be committed at a later date.

At the same meeting, Members also agreed that the 2008/2009 Community Pool budget (£50,535) could be rolled forward into the 2009/2010 budget. Taking this into consideration, the balance available for distribution at the meeting was £132,655.

There were eight applications being presented for consideration in Round 2, including six which were deferred from Round 1 and two additional applications from Manor Residents' Association and Owton Manor Neighbourhood Watch and Residents' Association.

#### *Recommendations*

<u>Organisation</u>	<u>Amount Recommended 2009/2010</u>
Hart Gables	£12,852
Making a Difference	£7,613
Salaam Centre (Hartlepool Asian Association)	£14,800
Manor Residents Association	£5,684
Hartlepool Families First	£15,780
ADDvance	£10,792

#### *Application Recommended for Deferral:-*

RESPECT - information previously requested from this organisation had still not been forthcoming. The Chair asked how long an application would be deferred and was informed that this organisation appeared to be undergoing some difficulties.

#### *Application Not Recommended for Funding:-*

Owton Manor Neighbourhood West and Residents Association – this supplementary application had been made as the group had been informed that there was a possibility that funding for core costs from other sources would be reduced. This had not proved to be the case and therefore it was suggested that this application be reject.

Members were informed that a decision on funding for the Belle Vue Community Sports and Youth Centre would be made by Cabinet but the group were not yet in a position to provide the necessary documentation.

The Committee was informed on the current developments with the Hartlepool Access Group (HAG): Shopmobility i.e. that a second draft of the Shopmobility Business Plan 2009-2010 was soon to be finalised. Funding already approved, was currently being released on a monthly basis.

It was clarified that the Owton Manor Neighbourhood Watch and Residents Association and the Manor Residents Association were two separate entities with separate focuses and remits.

A Member expressed concern regarding the aims of the Salaam Centre which had received a lot of funding from other sources previously. Other Members pointed out that the Centre met the funding criteria and were happy to support funding for this.

A Member suggested that site visits to some of the projects which received funding should be made.

### **Decision**

Members:-

- ❖ Granted aid to those organisations as recommended and detailed in Appendix 2 of the previously circulated report.
- ❖ Deferred the application from RESPECT whilst additional information was gathered.
- ❖ Rejected the application from Owton Manor Neighbourhood Watch and Residents Association as detailed in paragraph 4.3 of the report.
- ❖ Approved allocation of grant aid to groups known to be experiencing financial difficulties to be released in monthly/quarterly instalments, as appropriate, in order to safeguard the Council's investment and minimise risk.
- ❖ Approved the balance of the Community Pool, £65,134 to be considered for allocation against bids at future meetings within the financial year.
- ❖ Referred the application from Belle Vue Community Sports and Youth Centre to Cabinet once the outstanding documentation had been received.
- ❖ Agreed that site visits should be made to organisations who have received funding.

The meeting concluded at 3.30 pm

**P J DEVLIN**  
**CHIEF SOLICITOR**

**PUBLICATION DATE: 15 May 2009**

## GRANTS COMMITTEE

17<sup>th</sup> August 2009



**Report of:** Director of Children's Services

**Subject:** PLAY OPPORTUNITIES POOL AWARD  
2009/2010

### SUMMARY

#### 1. PURPOSE OF REPORT

The purpose of this report is to advise members of applications to the Play Opportunities Pool and seek approval for recommended grant awards.

#### 2. SUMMARY OF CONTENTS

The total amount of Play Opportunities funding (2009-2010) available is £18,000.00

The proposed awards for Play Opportunities Grants to the Voluntary Sector are as follows:

<u>Group</u>	<u>Recommended</u>
West View Project	£3000.00
Hartlepool Families First	£3000.00
Hartlepool Special Needs Support Group	£2800.00
Brougham Centre	£1036.88
Manor Residents Association	£2500.00
CHILD Deaf Project	£2192.84
Harbour Children's Outreach Service	£700.00

**TOTAL** **£15229.72**

**This leaves a balance of £2,770.28, available for distribution.**

**3. RELEVANCE TO THE GRANTS COMMITTEE**

The Committee has responsibility for determining the levels of grant awarded to the voluntary sector.

**4. TYPE OF DECISION**

Non – key decision.

**5. DECISION MAKING ROUTE**

Grants Committee, 17 August 2009.

**6. DECISION(S) REQUIRED**

Members of the Grants Committee are requested:

1. To approve grant awards to 7 groups, totalling £15,229.72.

**Report of:** Director of Children's Services

**Subject:** PLAY OPPORTUNITIES POOL AWARD  
2009/2010

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## **1. PURPOSE OF REPORT**

The purpose of the report is to advise members of applications to the Play Opportunities Pool and to seek approval for recommended grant awards.

## **2. BACKGROUND**

The Play Opportunities Grant which totals £18,000 is available to community groups and voluntary organisations. The grant fund supports organisations to provide play opportunities throughout the year complementing provision delivered through Children's Centres and Extended Services. The allocation of play grants also enables groups to provide play to meet local needs, especially in areas of disadvantage.

Grant awards are used as a contribution towards the cost of a play opportunity, with the Authority's funding often attracting matched funding. In total 8 applications have been assessed with requests from the grant pool for staff costs, equipment, venue hire, transport etc.

The criteria used to assess applications are detailed in **Appendix 1**. If the grant is approved it is stated within the terms and conditions of the grant that the group will provide specific monitoring information at the end of each appropriate financial year. The monitoring information required includes:

- evidence of the contribution of grant funding,
- a report of the project,
- number of beneficiaries,
- staff training,
- funding matched from other sources

This information is used to analyse gaps in provision across the town and will be used to inform members on the success of funded projects at a later date.

### 3. FINANCIAL IMPLICATIONS

£18,000 in total is available for the year 2009/2010.

### 4. APPLICATIONS

Details of the group requesting funding are as follows:

#### 4.1 WEST VIEW PROJECT

The group has been established for 28 years, operating in the West View area of the town offering a variety of planned activities and play opportunities for young people aged between 7 – 11 years.

In addition to the play opportunities, the group also offers outdoor pursuits, specialist activities and support to disaffected young people across the town.

To complement the above services and to build on the success of previous schemes the group wishes to provide a series of playschemes during Easter, Summer, October and February school holidays.

In total the group wishes to provide a total of 34 days of play between the hours of 9.30am and 3.30pm each day for up to 30 young people between the ages of 7 – 11 years.

The group intend to target young people from West View, Brus, St Hilda's, Hart and Dykehouse areas of the town.

The above schemes will contribute to the Be Healthy, Stay Safe, Enjoy and Achieve Every Child Matters outcomes.

The cost to provide the service is as follows:

Staff costs	£6400.00
Insurance	£270.00
Transportation	£1800.00
Admissions	£1200.00
Equipment & Resources	£500.00
Management Costs	£1000.00
<b>Total Costs</b>	<b>£11170.00</b>

In addition to the Play Opportunities Pool, the organisation will utilise a percentage of Hartlepool Children's Fund monies, continue to seek alternative funding from other sources and charge a nominal amount of £1.00 per child per session.



**Recommendation**

**A contribution of £3000.00 from the Play Opportunities Pool is recommended towards staff costs and transport**

4.2 **HARTLEPOOL FAMILIES FIRST**

This organisation was established in 1988 and caters for children from birth to 13 years.

A variety of services are offered by the organisation which includes: a Play Bus, Special Needs Afterschool & Holiday Care Scheme, Switch to Play, MACS Toy Library and Scrap Resource Centre, together with a Health Bus, promoting health well being.

The group wish to over low cost art and craft sessions for children up to the age of 13, including parents/carers.

The sessions will take place within MACS a purpose built unit during all school holiday periods, excluding Christmas.

Participants will take part in a fun, enjoyable and creative 2 hour session which will focus on the use of recyclable materials, many of which can be found and used in the home. In particular, children taking part in summer 2009 will also receive multicultural perspective on arts as the project will be supported by a team of Ethiopian volunteers, via the Global Exchange Programme.

These sessions have recently been piloted to parents to ascertain the take up. Sessions were well attended and received positive feedback, however the group wishes to ensure that all children benefit from this experience, therefore offering reduced costs to ensure that no child is precluded from accessing the service.

It is envisaged that a total of 60 sessions will be delivered across three days per week during the holiday period, with a maximum of 720 places being offered.

This project will contribute to a number of the Every Child Matters outcomes, in particular Stay Safe and Enjoy and Achieve.

The cost to provide the above service is as follows:

Staff Costs	£2160.00
Additional bought resources	£1200.00
Management Costs	£900.00
<b>Total Cost</b>	<b>£4266.00</b>

In addition to making an application to the Play Opportunities Pool the organisation has made application to the Community Chest to cover costs not met by the Play Opportunities Pool and a charge of £1.00 per child to access a two hour session will be levied, increasing the level of funding to offset the cost to a maximum of £720.00.

### **Recommendation**

**A grant of £3000.00 is recommended to contribute towards, staff costs, Management costs and purchase of additional resources to deliver 60 two hour sessions over holiday weeks.**

#### **4.3 HARTLEPOOL SPECIAL NEEDS SUPPORT GROUP**

The group has been established since 1989. It caters for approximately 65 children and young people from birth upwards who have varying degrees of disability and specific need. The playschemes provide respite to parents, carers and siblings. The scheme currently operates from both the Resource Centre, Park Road and High Tunstall College of Science, providing Ofsted registered care between the hours of 10.00am and 4.00pm.

The aim of the group is to:

- Support the development of children and young people who have profound learning and or physical disabilities, with varying complex needs;
- Support families and carers;
- Provide facilities for recreation and other leisure activities, including play;
- Provide a flexible service focusing on individual needs.

The group wishes to operate across all school holiday periods over the coming year. During these periods the children will take part in a number of fun and stimulating activities, outings and trips. They will have the opportunity to enjoy time with their peer groups, enabling them to gain confidence, raise their self esteem and reduce long periods of isolation. The service also allows the children and young people to enjoy play opportunities in a safe and caring environment.

A high percentage of these children require one to one supervision and care due to their disability. The group will be employing staff and attracting volunteers' to care for the children whilst attending these sessions.

These holiday activities contribute to the Stay Safe and Enjoy and Achieve of the Every Child Matters outcomes.

The total cost of the school holiday activity programme is estimated as follows:

Staff Costs	£2000.00
Volunteers' Expenses	£600.00
Transportation	£1900.00
Activities/workshops/children's entertainer	£2600.00
<b>Total Cost to deliver holiday activities</b>	<b>£7,100.00</b>

In addition to the Play Opportunities Grant, the organisation is awaiting a decision for BBC Children in Need funding and Working Neighbourhood. It has already secured 1,000.00 from the Community Chest Fund and continues to seek other sources of funding to support the delivery of the service. To further offset the total cost of the annual programme a fee of £5.00 per child is levied and families also contribute towards social outings and admissions.

### **Recommendation**

**A contribution of £2800.00 is recommended towards the cost of volunteers', staff costs, transport, Children's entertainers and craft workshops.**

#### **4.4 BROUGHAM CENTRE**

The Brougham Centre is situated in one of the most deprived areas of Hartlepool, Dykehouse Ward, which suffers from high crime rates and low employment rates. The Brougham Centre, established in 2003 is a community resource which offers access for integrated services for both children and their parents within the local area.

The aim of this group is to increase participation and engagement of the local community with the emphasis on local participation and under represented groups.

Currently the centre offers childcare provision and play opportunities during the week, however, there is a lack and need for additional play opportunities over the weekend period.

The organisation would like to extend their service by providing a Saturday club targeting children aged between 4 – 13 years of age. The Saturday club would be a safe, high quality play opportunity for children and their families and will accommodate up to 30 children at each session.

The Saturday club would provide 2 hours of activity every Saturday morning, with activities being held both inside and outside of the centre, weather permitting. The activities would be a mixture of arts, crafts, sport, cookery and games to meet the needs of the young people and delivered by qualified staff who have been suitable checked through the Criminal Records Bureau. The session will also allow for a breakfast snack.

The hope of the Saturday club is for it to develop into a family learning environment where both children and adults engage in various activities outside of the home.

These play activity sessions contribute to the Stay Safe and Enjoy and Achieve of the Every Child Matters outcomes.

It is envisaged that the project will commence in September and the costs are detailed below:

Staff Costs 2.5 hours x 3 staff for 25 sessions	£1261.88
Venue Hire	£687.50
Breakfast Snack	£150.00
<b>Total Cost</b>	<b>£2099.38</b>

In addition the centre will charge a nominal fee of up to 50p per child per session, generating up to 375.00 from the children accessing the provision. The centres contribution will be the use of the venue.

### **Recommendation**

**A contribution of £1036.88 towards staff costs to deliver 25 sessions of weekend play provision.**

#### **4.5 MANOR RESIDENTS ASSOCIATION**

The group has been established since 1989 and operates from the Resource Centre, Kilmarnock Road. As part of its ongoing activities the group provides a range of play opportunities for children aged 5 – 11 years targeting the Owton Manor area in particular and also working with children across, Rossmere, Fens, Greatham, Seaton grange and Rifthouse areas.

The group has successfully provided play opportunities over the last four years and want to continue to provide the same services in 2009. The group wants to provide three playschemes to take place during the Easter, Summer and Autumn school holidays. This totals 8 weeks of activity including a week long residential event.

All children taking part will primarily be from the Owton Manor area of the town and the schemes will compliment and enhance children's activities currently provided by the association during term time.

The focus of the activities will be on providing play opportunities in a safe environment and allowing children to visit other areas to widen their experiences.

The holiday playschemes contribute to the Stay Safe, Be Healthy and Enjoy and Achieve Every Child Matters outcomes.

The provision will provide play opportunities 5 days a week from 9.00am to 5.00pm each day, catering for up to 55 children per day.

The cost to provide the service as detailed within the application is as follows:

Staff Wages	£13,070.00
Volunteers' Expenses	£670.00
Venue Hire	£3760.00
Insurance	£197.00
Transport	£4701.00
Admissions	£4,736.00
Equipment & Resources	£2,569.00
Administration	£3,598.00
Management Costs	£2,598.00

**Total Costs: £35,899.00**

In addition to the Play Opportunities Grant, the organisation has secured funding from:

- Hartlepool Children's Fund £24,500
- Big Lottery Play £1400.00
- Other fund raising activities £3098.00

The group will continue to actively seek additional funding and to offset some of the balance the group will make a nominal charge of £2.00 per session. Children and Young People from the Owton area will be targeted to ensure families on a low income can access high quality play opportunities.

### **Recommendation**

**A contribution of £2500.00 towards transport, volunteers' expenses and insurance costs**

## **4.6 CHILD DEAF YOUTH PROJECT**

The group has been established since 1995 and has operated a summer playscheme since 1998. In addition to this service, the group also provides a Youth Club Project since 2001. The group operates from the Cleveland Deaf Centre based in Middlesbrough, where the services are accessible to children from across the Tees Valley.

The aim of the group is to:

- Provide a range of educational and social recreational activities for Deaf young people, giving them an opportunity to participate in a range of experiences with other deaf and hearing children aged 5 – 19 years;

- Provide new opportunities and positive experiences for deaf children and young people to develop their skills and confidence;
- Facilitate and develop communication skills and provide deaf role models;
- Reduce isolation and encourage self esteem and independence;
- Empower deaf young people to make informed and positive decisions about their future.

### Summer Playscheme Provision

The group is requesting assistance towards the cost of providing a summer holiday playscheme, operating 1 day per week over the 6 week period and envisages accommodating around 50 children per day. It is envisaged that 6 children out of the 50 will be accessing the service from Hartlepool, which will be operating between the hours of 10.00am and 3.00pm each day. The core hours do not take into consideration the transportation time for the children from Hartlepool to and from the centre.

The total cost of the playscheme activities is detailed below:

Staff	£1450.00
Transport	£1550.00
Activities	£1959.00
Administration	£500.00
Travel Expenses (Volunteers')	£43.00
<b>Total Costs</b>	<b>£5502.00</b>

Eligible funding has been calculated on a pro rata basis (as 6 children from Hartlepool will be benefiting from the scheme) in the following way:

Total Cost	£5502.00
Less Ineligible criteria (outings/activity admissions)	£1959.00
 Sub Total	 £3543.00

$£3543.00 / 50 \text{ places} = £70.86 \text{ per place}$

Therefore,  $6 \text{ places} \times £70.86 = £425.16$

Other funding to support the scheme comes from contributions from parents, ranging between £1 and £5, dependent upon the activity delivered. In addition to the Play Opportunities Grant the organisation has made similar applications and requests to neighbouring authorities in the Tees Valley area.

### Youth Club Provision (CHILD Deaf Youth Project)

The group is also requesting assistance towards the operation of their Youth Project for children aged between 5 – 10 years, which operates 1 evening per

week over a 42 week period. This project provides a wide range of recreational and educational activities within a warm, relaxed and safe environment where children and young people can interact with their peers. It is envisaged that 6 young people out of a total of 30 attending will be from Hartlepool.

The cost to provide the under 11's Youth Club over 42 weeks , operating 1 evening per week is as follows:

Staff & Volunteer expenses	£500.00
Training for staff & volunteers	£250.00
Equipment/Materials	£250.00
Sessional Workers	£5,700.00
Activities & Outings	£1000.00
Transport Costs	£2,000.00
Administration	£970.00

**Total Costs £10670.00**

Eligible funding has been calculated on a pro rata basis (as 6 children from Hartlepool will be benefiting from the scheme) in the following way:

Total Cost	£10089.00
Less ineligible funding	£1250.00
£8839.00/ 30 places = £294.63	

Therefore, 6 places x £294.63 = £1,767.78

In addition to the Play Opportunities Grant, the organisation has made similar applications to neighbouring authorities in the Tees Valley area. Other funding to support the club comes from parent contributions, application to the Body Shop Foundation and other fund raising from the organisation itself.

The Child Deaf Youth Project activities will contribute to the Stay Safe and Enjoy and Achieve Every Child Matters outcomes.

### **Recommendation**

**A contribution of £425.16 is therefore recommended towards costs for the summer playscheme including staff, volunteers' expenses and transport.**

**A contribution of £1767.68 is therefore recommended towards costs for the under 11's Youth Project for sessional staff, transport, administration and volunteer's expenses.**

**In total a grant of £2,192.84, is therefore recommended to support the delivery of these services.**

#### 4.7 HARBOUR CHILDREN'S OUTREACH SERVICE

This organisation has been established since 1975; formerly North Tees Women's Aid and provides services for women and children from birth to 16 years. Last year the service supported 70 children.

Harbour is a registered charity and relies heavily on grant funding to deliver its services for children and young people accessing refuge accommodation. A consultation was held with children accommodated at the refuge during February of this year. Those who took part in the consultation said they would like more outdoor play activities as part of their play experiences held at the Refuge.

Due to domestic violence the families accessing the Refuge want somewhere that their children can play safely and experience more physical and challenging outdoor play experiences that most of us take for granted.

The provision of outdoor equipment would afford these children that opportunity as well as linking into the Every Child Matters Outcomes, in particular Be Safe, Be Healthy, Enjoy And Achieve.

The group are requesting funding to make their outdoor play space a more positive experience for children and young people at the Refuge.

The equipment to be used within the outdoor space has been selected by the children and consists of the following items:

Sit & Ride  
Ball Pool  
Bikes  
Scooters  
Football  
Tennis etc

#### **Recommendation**

**A contribution of £700.00 to purchase equipment identified within the consultation sessions with children accessing the Refuge.**

#### **5. RECOMMENDATIONS**

Members are requested to:

Approve grant awards totalling £15,229.72, as detailed above.



**CONTACT OFFICER:**

Danielle Swainston, Sure Start, Extended Services and Early Years Manager

**BACKGROUND PAPERS:**

Children's Services Department, Play Opportunities Monitoring File



## **HARTLEPOOL BOROUGH COUNCIL** **PLAY OPPORTUNITIES POOL** **CRITERIA**



### **NOTES FOR APPLICANTS**

*Before completing the application, please read the following notes carefully.*

#### **1. Aim of the Play Opportunities Pool**

The aim of the Play Opportunities Pool is intended to provide a resource to enable organisations to co-ordinate and develop play opportunities in local areas to meet local needs.

The provision will complement those **services** provided by the Local Authority, at present, and address gaps in service delivery.

#### **2. Types of Projects Which can be Funded**

The types of projects and activity which can be funded fall into the following areas:-

- ★ Out of School Care/Holiday Care/Playschemes.
- ★ Playgroups.
- ★ Planned Activity Sessions.
- ★ Inclusive Services
- ★ Specialised Play Services

- ★ Parent and Toddler.

### 3. **Priorities for Support**

There are likely to be more applications than resources available. To assist in prioritising applications, the following elements will be considered and finance may be targeted towards:-

- ★ Areas of disadvantage.
- ★ Assistance in reducing crime levels.
- ★ Improve the value of play.
- ★ Encourage integration.
- ★ Children with special needs.
- ★ Ethnic minorities.
- ★ Safe play provision.
- ★ Provision of interesting, stimulating opportunities.
- ★ Inclusive Provision

### 4. **Awards**

The award will normally be granted once a year, therefore, if you are requesting funding for more than one project, this needs to be indicated and detailed on your application form and a full programme and timetable provided.

Age range for which grant funding is applicable is 0-19years of age, in line with Hartlepool's Play Strategy. There will be no ceiling limit on the level of funding you request however, you may not receive your full request.

Payments of grants will be staggered, dependent upon when your project(s) will operate.

### 5. **Other Requirements**

To ensure that a high quality of play and childcare provision is being provided you must meet, depending upon the service delivered some, if not all, of the following requirements:-

- ★ Must operate in a voluntary capacity or not for profit.
- ★ Must be constituted.
- ★ Suitable premises from which to operate.
- ★ Correct ratio of staff/volunteers to children.
- ★ Current valid registration certificate if providing for children under the age of 8.
- ★ Staff recruitment and vetting procedures.
- ★ CRB checking system in place.
- ★ Implement good codes of practice.
- ★ Identify age range.
- ★ Attend appropriate training workshops.
- ★ Your organisation operates by an inclusive policy
- ★ Your organisation has in place appropriate policies and Procedures to provide a quality service

Evidence of the above will be required as part of the terms and conditions, should your application be successful.

You must also be able to demonstrate within your application that the project you are delivering meets 1 or more of the 5 Every Child Matters Outcomes:

Be Safe  
 Stay Healthy  
 Enjoy and Achieve  
 Make a Positive Contribution  
 Achieve Economic Well-Being

Your request must also demonstrate that it will link to Hartlepool's Play strategy and commit to the key principles of the strategy and those principles and outcomes reflected within Hartlepool's Children and Young Peoples Plan

## **6. Items Not Eligible for Funding**

- ★ Core costs to your organisation.
- ★ Catering.
- ★ Admission fees for young people.
- ★ Gifts/prizes/parties.

## 7. **Alternative Funding**

Grant aid may not be approved when funding could be available from a more appropriate or alternative source.

## 8. **How to Apply**

### 8.1 **Completion of Application Form**

The application form is simple to complete. PART 1 asks for details about your organisation, why it was set up, what it does and where it meets. PART 2 asks for more details on the specific project or activities for which you are seeking grant aid. You must provide as much information as possible on the project including a breakdown of costs, without this information, your application cannot be processed.

### 8.2 **Enclosures**

The form asks that you submit the additional information listed whenever possible. Please indicate as much as you can, if you do not, this will result in the processing of your application being delayed.

### 8.3 **What Happens After I Posted the Form?**

When the application is received in the Children's Services Department, you will be sent an acknowledge by the Youth People and Play Co-ordinator. In due course, you will be contacted by the Children's Services Department staff, who will advise you on the processing of your application and when you are likely to receive a decision.

### 8.4 **Play Opportunities Pool Monitoring**

If you have any questions about completing this form or need advice or support in developing an appropriate play opportunity or how to progress with your

application, please contact the Children's Services Section in Hartlepool, Tel: 01429 523411 and ask for the Young People and Play Co-ordinator.

Please return your completed form and enclosures to:-

Tracy Liveras  
Young People and Play Co-ordinator  
Hartlepool Borough Council  
Children's Services Department  
Level 4  
Civic Centre  
Victoria Road  
HARTLEPOOL  
TS24 8AY

**GRANTS COMMITTEE**17<sup>th</sup> August 2009**Report of:** Head of Community Safety and Prevention**Subject:** COMMUNITY SAFETY CAPITAL GRANTS  
ALLOCATIONS**1. PURPOSE OF REPORT**

The purpose of this report is to advise Members of applications to the Community Safety Capital Fund and to consider approval for recommended grant awards.

**2. SUMMARY OF CONTENTS**

Proposed awards for consideration from the Community Safety Capital Fund are as follows:

<b><u>Project</u></b>	<b><u>Recommended</u></b>
Tunstall Court/Ward Jackson Car Park	£ 8,000
Whitby St Drug Centre	£ 6,500
Wharton Tce/Mapleton Rd/Parton St improvements	£41,500

**3. RELEVANCE TO THE GRANTS COMMITTEE**

Grants Committee has responsibility for determining the levels of grant awarded.

**4. TYPE OF DECISION**

Non-key.

**5. DECISION MAKING ROUTE**

Grants Committee on 17<sup>th</sup> August 2009.

**6. DECISION(S) REQUIRED**

Members of the Grants Committee are recommended to consider approval of grant awards to three projects totalling £56,000



**Report of:** Head of Community Safety and Prevention

**Subject:** COMMUNITY SAFETY CAPITAL GRANTS  
ALLOCATIONS

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**1. PURPOSE OF REPORT**

- 1.1 The purpose of this report is to advise Members of applications to the Community Safety Capital Fund and seek to consider approval for grant awards.

**2. BACKGROUND**

- 2.1 The Council has decided that its capital budget for 2009/10 would include an allocation of £150,000 to implement community safety projects, which are associated with and contribute to Safer Hartlepool Partnership's strategy covering crime, disorder and substance misuse. Following an agreement to carry forward an under-spend of £5,050 from 2008/9 this has been increased to £155,050.
- 2.2 However at a meeting on 15<sup>th</sup> December 2008, Cabinet decided to allocate £50,000 from the annual Community Safety Capital budget to provide an investment scheme for CCTV cameras and equipment during 2009/10 to 2011/2012.
- 2.3 Consequently the net Community Safety Capital Fund remaining for 2009/10 will be £105,050.
- 2.4 The Safer Hartlepool strategy covers a 3 year period, with annual priorities agreed. Those annual priorities for the year 2009/10 are:
- Drug dealing and supply
  - Violent crime, including domestic violence
  - Acquisitive crime
  - Criminal damage and anti-social behaviour, including deliberate fire setting
  - Preventing and reducing offending, re-offending and the risk of offending
  - Delivery of the alcohol harm reduction strategy 2006-2009 including the introduction of an effective local alcohol treatment service
  - Reassurance and Community engagement.

2.5 The Community Services and Safety Board, at its meeting in August 2000, approved criteria against which to judge a project's proposals as follows:

1. Clearly identifying the link to Action Plans for each relevant objective
2. Outline the problem and proposals to remedy it
3. Identify the cost and contribution from the Department budget
4. Include an approximate timescale for implementation
5. Include further information which is appropriate for officers/members to know about

2.6 For the 2009/10 capital allocations, matched funding of 35% minimum is requested.

2.7 All projects are considered first by the Section 17 Officer Group which comprises senior officer representatives from all Council Departments.

### **3. FINANCIAL IMPLICATIONS**

3.1 The net Community Safety Capital Grant Fund for 2009/10 is £105,050. No grants have been awarded during the current year. The full balance of £105,050 remains.

### **4. APPLICATIONS**

#### **4.1 Tunstall Court/Ward Jackson Car Park**

4.1.1 The Tunstall Court site has long been a location of concern and is a high priority action location within the Council's void property action plan. Buildings, as well as surrounding grounds in both private and HBC ownership, suffer regular crime, anti-social behaviour and arson incidents. Plans to further secure the actual buildings, as part of the void property action plan, are progressing with HBC taking a lead role.

4.1.2 Following the closure of Tunstall Court and within its subsequent sale by HBC to developers, a portion of the grounds was kept in HBC ownership. This was designated for development as a car park to alleviate the on road parking around Ward Jackson Park by park users, which has proven to be dangerous for pedestrian and road users alike. The car park provision, fully funded from sale capital receipts, had been designed to work alongside the development of the main Tunstall Court site. By simultaneous development, some of the peripheral costs would have been shared.

- 4.1.3 The whole site has attached high level of crime, anti-social behaviour and arson incidents for some time. Partnership initiatives to control have, at best, been only partly successful. The area that the car park will occupy is a wooded but litter strewn area of waste land, which continues to attract anti-social behaviour. Incidents are often linked to both sites. Furthermore it is strongly felt that the lure of the Tunstall site, especially for anti-social behaviour, has a knock on relationship for vandalism and associated issues in Ward Jackson Park.
- 4.1.4 The car park development, designed by HBC Landscape Architects, was always to be fully secure, with the same opening and closing times as Ward Jackson Park. That will control unacceptable use and minimise anti-social and vandalism opportunities. Fencing is the preferred option and planning approval, for car park use has been granted and was conditional upon full fencing and gate access control. The developers of Tunstall Court were to fence on one side – as part of their boundary treatment, with HBC undertaking remaining fencing/gating works. However the development of the main site has stalled with no indication of an early commencement. The need to develop the car park area is now regarded as a priority.
- 4.1.5 Fencing costs, on the basis that the car park development is already underway, will fall fully on HBC. Development will not be effective, nor comply with planning approvals, with partial fencing only. Attempts to engage the developers in sharing fencing work costs have been unsuccessful. It is therefore proposed that HBC meets the cost of fencing to all four sides but retains an access strip of land to one side between the car park and main developers site. Consequently any future main site development will similarly require full boundary treatment to all four sides, or acquisition of the dividing strip from HBC. Consideration has been given to installing a lesser fence quality/design but this does not look to be cost effective.
- 4.1.6 The project will contribute to the following Community Safety strategic objectives within the grants scheme:
- Criminal Damage and anti-social behaviour, including fire setting.
  - Prevention and reducing offending, re-offending and the risk of offending.

#### 4.1.7 Financial Implications

The car park project cost was established at £76,000 taken from a budget of £80,000 from the capital receipts of the sale of Tunstall Court. However the additional fencing requirement has added a direct cost of £8,000 plus the need for an element of contingency.

Projected project cost	up to £88,000
HBC capital receipts injection	£80,000

<b>Grant requested</b>	<b>£ 8,000</b>
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**n.b. It may well be that the project will be delivered within, or just above, the original cost estimate of £80,000. The grant request may well be reduced from £8,000 if there are no unforeseen additional costs in delivering the project. Any non-required element of grant award will be returned – this will be monitored through the standard grant appraisal process.**

The grant request fulfils the 35% contribution requirement.

- 4.1.8 Section 17 Officer Group has considered the application. The crime and anti-social behaviour problems in the area are well recognised and any initiative which can deliver meaningful impact is to be welcomed. However there were reservations that the development of a car park, albeit secure, would have no more than minimal impact until such time as the main site is developed.

Members are asked to approve a grant of up to £8,000 towards this project. Surface and landscaping work to the car park is well under way and the actual grant need should be identifiable in the near future ensuring that any element not required can be re-introduced into the overall Grant fund.

Any grant approval will be subject to review and appraisal post completion.

#### 4.2 Community Drug Centre

- 4.2.1 The Centre, which is HBC owned, is located on the corner of Whitby Street and Surtees Street. Much of the adjacent area is vacant brown-field land, which is currently used for commuter car parking, with longer term plans to redevelop the area.
- 4.2.2 Over the past six months there has been increased activity that could relate to drug dealing in the vicinity of the Centre. Staff at the Centre work closely with the Police and are active members of the Safer Hartlepool Partnership Reducing (drugs) Supply group but need to have camera image evidence to support arrests and successful prosecutions. In addition the cameras would enhance security and provide evidence if there were any serious assaults or violence in the building.
- 4.2.3 The proposal is to install 2 external CCTV cameras, attached to the building, plus internal cameras to monitor waiting and interview room areas. External cameras would also support monitoring of the adjacent area where there have been occasional incidents of damage to vehicles. There is a main-frame HBC camera attached to Bryan Hanson House but this can only afford limited coverage of the Drug Centre.

Cameras will record permanently and random monitoring will be undertaken in-house by authorised Drug Centre officers to ensure Data Protection compliance. The system will not be linked to HBC CCTV Control Centre.

4.2.4 Planning approval is not required, but the necessary HBC premises consents have been obtained.

4.2.5 The project will contribute to the following Community Safety strategic objectives within the grants scheme:-

- Drug dealing and supply. CCTV recordings will provide evidence of dealing and drug use leading to increased successful prosecutions.
- Acquisitive crime. The extended coverage will offer a degree of protection reducing incidents of theft from cars parked in the vicinity of the Drug Centre.
- Preventing and reducing reoffending, re-offending and the risk of offending. The CCTV coverage will be well publicised and has the potential to protect the vulnerable drug using offender from being drawn back into drug related crime.

The Community Drug Centre is the hub for all drug treatment and support that enables Safer Hartlepool Partnership to contribute locally to delivery of the requirements in the National Drug Strategy.

#### 4.2.6 Financial Implications

Project cost	£11,000
Drug Action Team	£ 4,500 - capital contribution
<b>Grant requested</b>	<b>£ 6,500</b>

The grant request fulfils the 35% contribution criteria.

Drug Action Team will meet all future revenue costs.

#### Recommendations

4.2.7 The application has the full support of Section 17 Officer Group.

Members are asked to approve a grant of £6,500 towards the project. Any grant approval will be subject to post completion review and appraisal.

#### 4.3 Wharton Tce/Mapleton Rd/Parton St Improvements

4.3.1 The Mapleton Road/Wharton Terrace/Parton Street/St. Oswald's Street area lies within both the North Central Housing (NCH) Market Renewal area and the Dyke House/Stranton/Grange Neighbourhood Action Plan (NAP) area. It comprises a series of narrow terraced streets of properties, which are largely owner occupied or privately rented, and have increasingly experienced high turnovers and a significant number of voids. This has led to instability in the local housing market and a range of associated problems facing residents living in the area.

- 4.3.2 Consultations carried out as part of the NCH Market Renewal area Master Plan highlighted some of these problems and recognised that this specific area was becoming 'increasingly fragile'. A major concern identified was the raised shrub beds, which are regularly used as places to congregate, where people consume alcohol and sometimes act in an anti-social way, disturbing local residents. In addition to anti-social behaviour issues, problems with traffic movement and parking were also recorded in the Master Plan consultation.
- 4.3.3 Three years ago the Dyke House/Stranton/Grange NAP Forum funded design fees to prepare remodelling plans for streets in this area, to start addressing these issues. In 2007/8 the NAP Forum agreed to fund the first phase of work in St. Oswald's Street, and along with the Forum money match funding was received from the JAG and Housing Renewal. Over £80,000 was invested in St. Oswald's Street with works including removal of planters and hard and soft landscaping to improve the street-scene. Feedback from the St Oswald's Street scheme, completed in May 2008, has shown that residents have found these improvements to be of great benefit, especially around the community safety issue.
- 4.3.4 In the last financial year the NAP Forum allocated £19,000 of Neighbourhood Element funding and used this as match funding to successfully apply, in February 2009, for £35,000 from HBC Community Safety Capital Fund for Phase 2 of the project, which is primarily for the removal of 6 small raised planters in Wharton Terrace. £5,300 was subsequently secured from the WNF – Resident Priorities Budget and £50,000 from SCRAPT and these are being used as match funding for this application.
- 4.3.5 This application is to further undertake streetscape improvements in Wharton Terrace and to continue the implementation of the remodelling plans in Parton Street and to the adjoining Mapleton Road where the planters are also regularly used as places to congregate, causing a disturbance to residents, particularly those living in the properties overlooking them. Works on site would entail the removal of 2 very large planters in Mapleton Road and 1 small planter in Parton Street (to be separately funded), along with repaving works and the replacement of bollards, and hard and soft landscaping in all three streets.
- 4.3.6 There have been concerns raised by local residents that the progression of the Wharton Terrace works in isolation would have created a similar effect identified when the initial St. Oswald's Street works were undertaken. Young people were displaced into Wharton Terrace. Hence the rephrasing of the overall area proposals with the aim of undertaking all works, subject to funding availability, simultaneously.

4.3.7 The project will contribute to the following Community Safety strategic objectives within the grants scheme:

- Criminal damage and anti-social behaviour, including on street alcohol Consumption

The project will also assist the wider aim in stabilising the local housing market.

4.3.8 The project complements a range of Community Safety initiatives, including underpinning the first phase of works completed in St. Oswald's Street, as well as linking to proposed improvements to the North Cemetery. The Neighbourhood Partnership is committed to securing empty properties across the area through the implementation of target hardening measures, along with encouraging the occupancy of these through the empty property strategy. Furthermore a number of operations are being undertaken with Police to enforce DPPO powers and address unruly behaviour by younger persons.

#### 4.3.9 Financial implications.

To deliver improvements to Wharton Terrace and Mapleton Road by removal of 2 very large and 6 small planters together with street-scape works

Project cost	£138,300	
Contingency provision	<u>£ 12,500</u>	£150,800
Neighbourhood Element funding	£19,000	
SCRAPT	£50,000	
WNF – Resident Priorities	£ 5,300	
HBC Community Safety Grant fund	<u>£35,000</u>	(approved February 2009)
	£109,300	

#### Grant requested

**£ 41,500**

The cost of planter removal and immediate restoration, within the overall project cost, will amount to about £75,000. Contractors would be able to move on site by end of August '09 were funding availability agreed.

A parallel project to remove the 1 small planter in Parton Street, at a cost of £3,000, will be funded by Housing Hartlepool.

The further grant request, and also in total with the previously approved grant request, fulfil the 35% contribution now sought for applications.

**n.b. The project cost includes a ‘contingencies’ element of £12,500. In the event of this not or only partially being required then we would invoke a proportionate clawback condition.**

All future pavement, highway and landscaping costs will be met from central HBC budgets.

4.3.10 The application has been comprehensively discussed by the Section 17 Officer Group. In giving strong support to the overall project the Group recognised the number of potential benefits deliverable through the project given the fragility of the area and how these streetscape proposals could be a key element within regeneration programmes. Nevertheless it was felt that a number of aspects of the application should be further explored:

- Alternative funding contributions. The core project is the removal of planters and other highways associated improvements which are, in part, related to the general problems of the area. A lack of highways related funding contribution was noted and it was recommended that further investigation be undertaken of highways or other central funding availability to mitigate the substantial contribution from Community Safety Capital Grant
- Whilst the issues of anti-social behaviour are recognised, a considerable proportion of anti social behaviour incidents are property related and would not necessarily be fully addressed by the proposed works. In parallel it is essential that existing powers such as DPPO (Designated Public Places Orders) to resolve on street alcohol consumption, together with initiatives to minimise street congregation by young people, be enforced by Police and partners. Furthermore the Group would look for early progression of the empty property strategy
- The feasibility of deferring part of the overall programme, especially with regard to “soft” landscaping, to spread the overall project cost, was recommended for further exploration.

Members are asked to consider and approve a grant of £41,500 towards this project.

Any grant approval will be subject to review and appraisal after completion.

## **5. RECOMMENDATIONS**

- 5.1 Members of the Grants Committee are recommended to consider approval of grant awards to three projects totalling £56,000.

**CONTACT OFFICER: Brian Neale, Crime & Disorder Co-ordinator**

### **BACKGROUND PAPERS**

Individual grant application papers.



## GRANTS COMMITTEE

17th August, 2009



**Report of:** Director of Adult and Community Services

**Subject:** CIVIC LOTTERY FUND  
GRANT APPLICATIONS 2009/2010

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### SUMMARY

#### 1. PURPOSE OF REPORT

The purpose of this report is to advise and seek approval for the first round of Civic Lottery Fund Grant applications in the 2009/2010 financial year.

#### 2. SUMMARY OF CONTENTS

The report asks the Grants Committee to consider the following:-

- The general approach to the allocation of the funding available from the Civic Lottery in 2009/2010.
- The approach to the award of grants for Senior Citizens' summer outings and Christmas parties and approval of the delegation of authority to officers to approve these grants.
- 21 applications from local organisations, 11 of which have not previously been supported with funding from the Civic Lottery.

#### 3. RELEVANCE TO THE GRANTS COMMITTEE

The Grants Committee is responsible for determining the level of grant awards from the Civic Lottery.

#### 4. TYPE OF DECISION

Non-key decision.

#### 5. DECISION MAKING ROUTE

Grants Committee to determine awards at meeting, 17th August, 2009.

## 6. DECISION(S) REQUIRED

The report asks members to consider/approve:-

1. The general approach to the allocation of the funding available for distribution in 2009/2010 which amounts to £17,250.
2. The approach to the award of grants for Senior Citizens' summer outings and Christmas parties, including setting aside of £1,500 for these applications as detailed in Section 3 of the report and delegating authority to approve these grants, in accordance with Civic Lottery Criteria, to the Director of Adult and Community Services.
3. Grant aid to those organisations as recommended and detailed in **Appendix 2**.
4. To defer the applications from the New Life Centre and the Hartlepool Kids Combat Club whilst additional information is gathered.
5. The rejection of the applications from Hartlepool District Hospice and Teesmouth Field Centre as there is insufficient funding available in Round 1.

**Report of:** Director of Adult and Community Services

**Subject:** CIVIC LOTTERY FUND  
GRANT APPLICATIONS 2009/2010

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**1. PURPOSE OF REPORT**

- 1.1 The purpose of this report is to advise and seek approval for the first round of Civic Lottery Fund Grant applications in the 2009/2010 financial year.

**2. BACKGROUND**

- 2.1 In accordance with the procedure previously approved by the Grants Committee, the annual amount available for distribution of lottery grants is based upon the real rate of interest earned by the capital investment during the previous financial year. The amount is calculated on an apportionment of the Authority's interest balances to reserves, therefore, the total funding available for distribution in 2009/2010 is £17,250.
- 2.2 **Appendix 1:** Civic Lottery Fund Grant Application Guidelines includes the Civic Lottery criteria and provides information for applicants relating to what can be funded, including funding for specific activities Senior Citizens outings and Christmas parties and team activities.
- 2.3 In previous years, the Grants Committee have agreed that £1,500 be made available for Senior Citizens' summer outings and Christmas Parties. If the Grants Committee approves this approach for the 2009/2010 financial year, then the balance available for distribution for the year will be £15,750.
- 2.4 The current criteria for eligibility and distribution from the Civic Lottery Grant Fund require the Grants Committee to consider applications three times a year, in order that an overall view of applications can be obtained. In previous years, one third of the balance available has been distributed at each of the three meetings. If this approach is maintained in this financial year, the amount available for distribution at this meeting and at each of the two remaining rounds will be £5,250.
- 2.5 In previous years, in order to allocate the funding, it was agreed to distribute the balance available for distribution proportionately. However, it seems that this approach has not always been beneficial for grant recipients who have been unable to raise match funding from other sources and consequently, have not been in a position to claim the grant. Therefore, in order to assist the Grants Committee with the allocation of Civic Lottery funding and recipient organisations, Officers have considered each application and have made recommendations in relation to the allocation of funding details of which can be found as **Appendix 2**.

2.6 Should the Grants Committee not wish to adopt this approach to the allocation of funding as the total sum sought by applicant organisations in Round 1 outweighs the funding, which is available, then awards could be made on a pro rata basis as in previous years.

2.7 The total sum sought in Round 1 is £22,663.

### 3. ISSUES FOR CONSIDERATION AND FINANCIAL IMPLICATIONS

#### 3.1 Approach to applications for funding towards Senior Citizens' Summer outings and Christmas parties

3.1.1 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 the Grants Committee may wish to adopt a similar procedure 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). Members have previously agreed to award the Senior Citizen's summer outings/Christmas parties as follows:-

- Groups with a membership of up to 30 members can apply for up to £60.
- Groups with more than 30 members can apply for up to £100.

3.1.2 In previous years, decisions relating to this type of application have been delegated to the Assistant Chief Executive. However, as the responsibility for the administration of the Civic Lottery Grants Fund has now been passed to the Adult and Community Services Department, Officers would ask for approval for these delegated powers be now given to the Director of Adult and Community Services.

#### 3.2 Applications for consideration where no previous grants have been awarded

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

App. No.	Organisation	Reason for Application	Total Cost	Sum Sought
3363	Hart Gables	A contribution to the costs of The Gaymes event	£3,000	Application Withdrawn
3364	Schooner Athletic F.C.	Assistance with pitch, league and referees fees	£775	£200
3366	Rovers Bowling Club	Assistance with the costs of the forthcoming Bowls season.	£550	£550

App. No.	Organisation	Reason for Application	Total Cost	Sum Sought
3369	Coronary Support Group Hartlepool	Cost of coach hire for outing to York	£400	£100
3370	Arababes	Assistance with the costs of insurance, room hire and the purchase of music centre for dance sessions	£1,492	£1,492
3371	Pig Pen Music Festival 2009	A contribution to the costs of staging the music festival	£56,125	£1,985
3374	The Thursday Group	A contribution towards the costs of monthly sessions for the research and collection of an individual's history	£600	£500
3375	Tees Valley Aces	A contribution to running costs including hall hire and travel to competitions	£7,000	£2,000
3376	Hartlepool Schools Football Association	Assistance with costs for transport, pitch fees, first aid kits, balls and tracksuits	£8,300	£1,450
3379	Teesmouth Field Centre	A contribution to the salary costs of Warden/Manager and Assistant Warden	£35,000	£2,000
3380	Teesside Branch of the World Ship Society	A contribution to insurance costs	£2,000	£240
3382	Carers Echoes	Purchase of a portable typewriter and paper	£120	£120

### 3.3 Applications for consideration – second and subsequent requests

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

App. No.	Organisation	Reason for Application	Total Cost	Sum Sought
3349	Hartlepool Town F.C.	Assistance with pitch fees, league fees and insurance	£726	£726

#### Previous Grants:-

Six awards since 2003 - last award £793 approved 21/04/2008 as a contribution towards pitch and league fees and insurance

App. No.	Organisation	Reason for Application	Total Cost	Sum Sought
3357	<b>New Life Centre Youth Steering Group</b>	To provide rehearsals for music, dance and drama groups	£9,392	£2,000
	<b>Previous Grants:-</b> One award £2,000 approved 21/04/2008 as a contribution towards project funding			
3363	<b>Hartlepool Male Voice Choir</b>	A contribution to the costs of staging a concert at the Borough Hall, including a guest singer.	£15,000	£2,000
	<b>Previous Grants:-</b> Two awards since 2006 - last award £500 approved 18/1/07 for the purchase of music			
3365	<b>Hartlepool Stage Society</b>	A contribution to the costs of staging the musical Carousel at the Town Hall Theatre	£12,691	£2,000
	<b>Previous Grants:-</b> Two awards since 2001 - last award £2,000 approved 21/4/2008 as a contribution towards staging the musical Oliver			
3367	<b>Grange Road Resource Centre</b>	A contribution to the costs of a community fun day	£3,000	£250
	<b>Previous Grants:-</b> Two awards since 2005 - last award £100 approved 21/4/2008 as a contribution to the costs of a summer outing			
3368	<b>Hartlepool Special Needs Group</b>	A contribution to the cost of a visit to Darlington Theatre to see Sister Act	£2,599	Application Withdrawn
	<b>Previous Grants:-</b> Thirteen awards since 1990 - last award £500 approved 18/12/2007 as a contribution towards Christmas activities			
3372	<b>Hartlepool &amp; District Hospice</b>	A contribution to the costs of a Lymphoedema Service including the salary costs of a nurse, compression garments and travel expenses	£23,900	£2,000
	<b>Previous Grants:-</b> Seven awards since 1995 - last award £2,000 approved 21/4/2008 as a contribution towards a Planned Respite Service			

App. No.	Organisation	Reason for Application	Total Cost	Sum Sought
3373	<b>Four Countries Indoor Bowls Fellowship</b>	Assistance with funding to host a Bowls fellowship tournament	£11,000	£1,000
<b><u>Previous Grants:-</u></b> One award £500 approved 5/7/2005 towards the costs of the promotion of a bowls tournament				
3377	<b>Hartlepool Headland Amateur Boxing Association</b>	Assistance with the costs of staging a Boxing tournament at the Borough Hall	£3,050	£3,050
<b><u>Previous Grants:-</u></b> Five awards since 2000 - last award £434 approved 23/11/2006 as a contribution to the costs of new equipment				
3378	<b>Hartlepool Church and District League</b>	A contribution to the cost of league trophies	£600	£600
<b><u>Previous Grants:-</u></b> One previous award - £500 approved 28/3/06 for the purchase of trophies.				
3383	<b>Hartlepool Kids Combat Club</b>	Assistance towards the costs of a training event at Stainsacre Hall	£4,090	£2,000
<b><u>Previous Grants:-</u></b> One award - £500 approved 23/11/2006 as a contribution to the costs of an activity day.				

#### 4. RECOMMENDATIONS

The report asks members to consider/approve:-

1. The general approach to the allocation of the funding available for distribution in 2009/2010 which amounts to £17,250.
2. The approach to the award of grants for Senior Citizens' summer outings and Christmas parties, including setting aside of £1,500 for these applications as detailed in Section 3 of the report and delegating authority to approve these grants, in accordance with Civic Lottery Criteria, to the Director of Adult and Community Services.
3. Grant aid to those organisations as recommended and detailed in **Appendix 2**.
4. To defer the applications from the New Life Centre and the Hartlepool Kids Combat Club whilst additional information is gathered.

5. The rejection of the applications from Hartlepool District Hospice and Teesmouth Field Centre as there is insufficient funding available in Round 1.

CONTACT OFFICER: John Mennear, Assistant Director (Community Services)

Background Papers

Applications to the Civic Lottery 2009/2010.



# HARTLEPOOL BOROUGH COUNCIL

## CIVIC LOTTERY FUND

### GRANT APPLICATION 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 4th December, 1989, the said consent was granted. Any further departure from the current criteria would require similar consent.

#### **Current Criteria of the Civic Lottery Fund**

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

1. 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.
2. The Grants Committee will consider applications for assistance 3 times during the municipal year in order that an overall view of applications can be obtained.
3. The Grants Committee will assess each application on its merit.
4. Applicants must be based in the Borough of Hartlepool.
5. Applicants should be either organisations or individuals supported by a club/organisation.
6. Applicants are restricted to applying for assistance only once every 12 months.
7. The maximum amount of grant allocated is restricted to £2,000.
8. Grants must be claimed within one year of their approval.

**Supplementary Criteria:-**

**Specific criteria relating to funding for 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, i.e. the purchase of strips, nets, balls etc.

**Specific criteria relating to funding for senior citizen groups:-**

Funding is available for senior citizens groups for either a summer outing or a Christmas party (not both). This is subject to funds being available and based on the number of members in the club.

- (i) Senior citizens groups with under 30 members can apply for a maximum of £60 for an outing or party.
- (ii) Groups with over 30 members can apply for a maximum of £100 for an outing or party.

## Recommendations - Round 1 Civic Lottery 2009/2010

APPLICATION NUMBER	GROUP	REASON FOR APPLICATION	PREVIOUS AWARDS	TOTAL COSTS	AMOUNT REQUESTED	RECOMMENDATION
3349	Hartlepool Town FC	Assistance with pitch fees, league fees and insurance costs	Yes	£726.00	£726.00	£200 as per criteria (maximum for team activities)
3357	New Life Centre	To provide rehearsals for music dance and drama groups	Yes	£9,392.83	£2,000.00	Defer application
3363	Hartlepool Male Voice Choir	A contribution to the costs of staging a concert at the Borough Hall including a guest singer.	Yes	£15,000.00	£2,000.00	£500 towards hire of the Borough Hall
3364	Schooner Athletic FC	Assistance with pitch, league and referees fees	No	£775.00	£200.00	£200 as per criteria (maximum for team activities)
3365	Hartlepool Stage Society	A contribution to the costs of staging the musical Carousel at the Town Hall Theatre	Yes	£12,691.00	£2,000.00	£500 towards the costs of advertising posters and programmes
3366	Rovers Bowling Club	Assistance with the costs of the forthcoming Bowls season	No	£550.00	Not specified	£200 as per criteria (maximum for team activities)
3367	Grange Road Resource Centre	A contribution to the costs of a community fun day	Yes	£3,000.00	£250.00	£200 towards the costs of the hire of a marquee
3369	Coronary Support Group Hartlepool	Cost of coach hire for outing to York	No	£400.00	£100.00	£100 for coach hire
3370	Arababes	Assistance with costs of insurance, room hire and the purchase of a music centre for dance sessions	No	£1,492.75	£1,492.00	£280 for the purchase of a music centre
3371	Pig Pen Music Festival	A contribution to the costs of staging the music festival	No	£56,125.00	£1,985.00	£650 for costs of Public Liability License

**Appendix 2**

<b>APPLICATION NUMBER</b>	<b>GROUP</b>	<b>REASON FOR APPLICATION</b>	<b>PREVIOUS AWARDS</b>	<b>TOTAL COSTS</b>	<b>AMOUNT REQUESTED</b>	<b>RECOMMENDATION</b>
3372	Hartlepool and District Hospice	A contribution to the costs of a Lymphoedema service including the salary costs of a nurse, compression garments and travel expenses	Yes	£23,900.00	£2,000.00	Reject – insufficient funding available.
3373	Four Countries Indoor Bowls Fellowship	Assistance with funding to host Bowls fellowship tournament	Yes	£11,000.00	£1,000.00	£500 towards the cost of a welcome reception during the tournament and the purchase of trophies
3374	The Thursday Group	A contribution to the cost of monthly sessions for the research and collection of an individual's history	No	£600.00	£500.00	£200 towards the costs of a recorder of historical memories
3375	Tees Valley Aces	A contribution to running costs including hall hire and travel to Jazz Band competitions.	No	£7,000.00	£2,000.00	£300 as per criteria (maximum for group activities)
3376	Hartlepool Schools Football Asn	Assistance with costs for transport, pitch fees, first aid kits, balls and tracksuits	No	£8,300.00	£1,450.00	£300 as per criteria (maximum for group activities)
3377	Hartlepool Headland Amateur Boxing Asn	Assistance with the costs of staging a Boxing tournament at the Borough Hall	Yes	£3,050.00	£2,000.00	£500 for the purchase of trophies
3378	Hartlepool Church and District Football League	A contribution to the costs of league trophies	Yes	£600.00	£600.00	£200 for the purchase of trophies
3379	Teesmouth Field Centre	A contribution to the salary costs of a Warden/Manager and Assistant Warden	No	£35,000.00	£2,000.00	Reject – insufficient funding available

**Appendix 2**

<b>APPLICATION NUMBER</b>	<b>GROUP</b>	<b>REASON FOR APPLICATION</b>	<b>PREVIOUS AWARDS</b>	<b>TOTAL COSTS</b>	<b>AMOUNT REQUESTED</b>	<b>RECOMMENDATION</b>
3380	Teesside Branch of the World Ship Society	A contribution to insurance costs	No	£2,000.00	£240.00	£240 for insurance costs
3382	Carers Echoes	Purchase of a portable typewriter and paper	No	£120.00	£120.00	£120 for purchase of a typewriter and paper
3383	Hartlepool Kids Combat Club	Assistance towards the costs of a training event at Stainsacre Hall	Yes	£4,090.00	£2,000.00	Defer application
						<b>ROUND 1 TOTAL RECOMMENDATIONS £5,190</b>

## GRANTS COMMITTEE

17th August, 2009



**Report of:** Director of Adult and Community Services

**Subject:** DIRECTED LETTINGS 2009/2010  
HIRE OF PREMISES BY VOLUNTARY/COMMUNITY GROUPS

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### SUMMARY

#### 1. PURPOSE OF REPORT

This report provides details of applications to the Directed Lettings Scheme, the hire of premises by voluntary/community groups.

#### 2. SUMMARY OF CONTENTS

The Directed Lettings Scheme was established in 1996 to deal with applications for funding from community groups, who had benefited from free use of school premises for their meetings, prior to Local Government reorganisation. Since reorganisation, to honour this arrangement and other youth activities, an allocation from the Community Pool for specific activities, including Directed Lettings is made at the beginning of each financial year. At the meeting of the Grants Committee on 24th February, 2009, Members approved an allocation of funding of £3,000 for Directed Lettings.

Through the Directed Lettings Scheme, support has previously been provided to Hart and Elwick Parish Councils. The Council has a legal obligation to provide grant aid to the Parish Councils in accordance with Section 134 of the Local Government Act 1972 and the total recommended to support Hart and Elwick Parish Councils for the 2009/2010 financial year is £400.

Six additional applications have been received and assessed, resulting in recommendations amounting to £3,175 being made towards the costs of eight groups/organisations. Officers are recommending that the original allocation from the Community Pool for Directed Lettings be increased by £175 to £3,175 to accommodate the recommendations.

Subject to approval, as all applications to the Directed Lettings allocation will have been made, the allocation for Directed Lettings for 2009/2010 will be fully expended.

**3. RELEVANCE TO PORTFOLIO MEMBER**

The Grants Committee is responsible for determining the level of grant awards from the Community Pool.

**4. TYPE OF DECISION**

Non-Key.

**5. DECISION MAKING ROUTE**

Grants Committee to determine awards at meeting, 17th August, 2009.

**6. DECISION(S) REQUIRED**

To approve grant awards to eight groups/organisations from the Directed Lettings allocation of the Community Pool, totalling £3,175.

**Report of:** Director of Adult and Community Services

**Subject:** DIRECTED LETTINGS 2009/2010  
HIRE OF PREMISES BY VOLUNTARY/COMMUNITY GROUPS

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**1. PURPOSE OF REPORT**

- 1.1 This report provides details of applications to the Directed Lettings Scheme, the hire of premises by voluntary/community groups.

**2. BACKGROUND**

- 2.1 Prior to 1996, community groups, including uniformed groups operating in school premises, were allowed free use of those premises for their meetings by Cleveland County Council. In 1996, when Hartlepool became a Unitary Authority, sufficient resources were not available to allow these groups free use, so the Directed Lettings Scheme was established to target resources to the groups operating in the most disadvantaged areas, i.e. those meeting in areas designated as suffering from the highest levels of disadvantage were awarded 100% of their costs, other groups were awarded up to 50% of their costs.
- 2.2 Since the scheme was established, several groups have ceased to operate, others have rationalised by joining groups together and some have moved to cheaper accommodation in order to reduce their costs. All groups have had to increase their membership charges.
- 2.3 Through the Directed Lettings Scheme, support has been provided to Hart and Elwick Parish Councils. The Council has a legal obligation to provide grant aid to the Parish Councils in respect of the hire of premises and Section 134 of the Local Government Act 1972 gives the Council the powers to provide a meeting place for Parish Councils paid for from its own budget.
- 2.4 At the meeting of the Grants Committee on 24th February, 2009, Members approved an allocation of £3,000 from the Community Pool for Directed Lettings; the hire of premises by voluntary and community groups in 2009/2010.

**3. FUNDING PROPOSAL**

- 3.1 As previously highlighted, there is a requirement to support the premises' costs of the Hart and Elwick Parish Council meetings from this budget. The Parish Councils meet on a monthly basis for 10 months of the year at a total cost of £400 per year.



- 3.2 Applications for support towards premises' costs have also been received from another six community/voluntary organisations and details of the applications can be found as **Appendix 1**.
- 3.3 In accordance with the Directed Lettings Scheme, grant aid is recommended towards the costs of the hire of a venue for one meeting per week. Up to 100% subsidy is usually recommended for those groups who operate in the top 1% of deprived wards nationally (as defined in the Index of Multiple Deprivation 2007). Of the applications received, none of the groups fit into this category. Up to 50% subsidy is recommended for those groups who operate in the top 10% of deprived wards nationally. One group falls into this category; 22nd Hartlepool Rainbows, Brownies and Guides, who operate in the Rift House ward.
- 3.4 Applications have been received from three groups, 34th Hartlepool Rainbows, Brownies and Guides, 1st Hartlepool Brownies Unit and 20th Hartlepool Brownies. These groups have previously benefited from a 50% subsidy towards their costs, however, neither of them meet in a ward identified as one of the most deprived in the town, but they do have members from those wards or have the potential to attract members from those wards. Whilst it is accepted that resources are limited and need to be targeted to the most deprived areas of the town, these groups have previously benefited from support from the Directed Lettings Scheme and are probably reliant on it. Therefore a 50% subsidy is recommended for 34th Hartlepool Rainbows, Brownies and Guides, 1st Hartlepool Brownies and 20th Hartlepool Brownies for 2009/2010.
- 3.5 Hartlepool Swimming Club and the Hartlepool Youth Choir are town-wide organisations which are based/operate in wards of deprivation and have the potential to enhance their membership from those wards. Therefore up to 40% subsidy is recommended for these groups towards the costs of the hire of a venue for one hour per week.
- 3.6 In situations where groups have grant aid remaining from the previous financial year the recommendation for 2009/2010 has been reduced accordingly as those groups will be expected to utilise the remaining balance in this financial year. Therefore approval of these grant awards is recommended, amounting to £3,175, as detailed at **Appendix 1**. Taking into account all of the above the Directed Lettings allocation for 2009/2010 will be fully expended.

#### 4. RECOMMENDATIONS

1. Members are requested to approve the following levels of grant aid from the Community Pool Directed Lettings allocation for 2009/2010.

22nd Hartlepool Rainbows, Brownies, Guides	£335
20th Hartlepool Brownie Guides	£600
34th Hartlepool Guides, Brownies, Rainbows	£656
1st Hartlepool Brownie Unit	£288

Hartlepool Youth Choir	£336
Hartlepool Swimming Club	£560
Hart Parish Council	£200
Elwick Parish Council	£200
<b>Total of Recommendations</b>	<b>£3,175</b>

CONTACT OFFICER: John Mennear, Assistant Director (Community Services)

#### Background Papers

Applications to the Community Pool: Directed Lettings 2009/2010.  
Local Government Act 1972 Section 134.  
Index of Multiple Deprivation Estimated National Rankings 2007.

## 5.4 Appendix 1

<b>DIRECTED LETTINGS 2009/10</b>								
<b>ORGANISATION</b>	<b>AREA OF</b>	<b>VENUE</b>	<b>2008/09</b>	<b>COST</b>	<b>PROJECTED</b>	<b>NO OF YOUNG</b>	<b>SUBSIDY</b>	<b>GRANT</b>
	<b>OPERATION</b>		<b>AWARD</b>	<b>PER SESSION</b>	<b>NO OF WEEKS</b>	<b>PEOPLE</b>		<b>RECOMMENDED 09/10</b>
	<b>(WARD)</b>		<b>£</b>		<b>OPERATIONAL</b>	<b>BENEFITING</b>		<b>£</b>
								<b>*amount recommended is</b>
								<b>minus clawback of unspent</b>
								<b>grant aid from 08/09</b>
22ND H'POOL RAINBOWS BROWNIES GUIDES*	RIFT HOUSE	ST.CUTHBERTS SCHL/	£ 445.00	£ 42.00	38	75	50%	£ 335.00
		MASEFIELD RD CTRE						
20TH H'POOL BROWNIE UNIT	ROSSMERE	ROSSMERE PRIMARY	£ 600.00	£ 30.76	39	20	50%	£ 600.00
34TH H'POOL RAINBOWS BROWNIES GUIDES	THROSTON	THROSTON PRIMARY	£ 656.00	£ 37.50	35	77	50%	£ 656.00
1ST H'POOL BROWNIE UNIT*	HART	CLAVERING PRIMARY	£ 290.00	£ 17.00	34	16	50%	£ 288.00
<b>ORGANISATION</b>	<b>AREA OF</b>	<b>VENUE</b>	<b>2008/09</b>	<b>COST</b>	<b>PROJECTED</b>	<b>NO OF YOUNG</b>	<b>SUBSIDY</b>	<b>GRANT</b>
	<b>OPERATION</b>		<b>AWARD</b>	<b>PER HOUR</b>	<b>NO OF WEEKS</b>	<b>PEOPLE</b>		<b>RECOMMENDED 09/10</b>
	<b>(WARD)</b>		<b>£</b>		<b>OPERATIONAL</b>	<b>BENEFITING</b>		<b>£</b>
HARTLEPOOL YOUTH CHOIR	TOWNWIDE	ENGLISH MARTYRS	£ 300.00	£ 20.00	40	20	40%	£ 336.00
HARTLEPOOL SWIMMING CLUB	TOWNWIDE	DYKEHOUSE SCHL	£ 560.00	£ 28.00	50	90	40%	£ 560.00
<b>ORGANISATION</b>	<b>AREA OF</b>	<b>VENUE</b>	<b>2008/09</b>	<b>COST PER</b>	<b>NO OF MONTHS</b>	<b>NO OF YOUNG</b>	<b>SUBSIDY</b>	<b>GRANT</b>
	<b>OPERATION</b>		<b>AWARD</b>	<b>MONTH</b>	<b>OPERATIONAL</b>	<b>PEOPLE</b>		<b>RECOMMENDED 09/10</b>
	<b>(WARD)</b>		<b>£</b>			<b>BENEFITING</b>		<b>£</b>
HART PARISH COUNCIL	HART	HART PRIMARY	£ 220.00	£ 20.00	10	N/A	100%	£ 200.00
ELWICK PARISH COUNCIL	ELWICK	ELWICK PRIMARY	£ 220.00	£ 20.00	10	N/A	100%	£ 200.00
						<b>TOTAL COMMITMENTS</b>		<b>£ 3,175.00</b>
<b>BUDGET ALLOCATION 2009/2010</b>	<b>£ 3,175.00</b>							
<b>COMMITMENTS</b>	<b>£ 3,175.00</b>							
<b>BALANCE TO BE TRANSFERED BACK TO POOL</b>	<b>£ -</b>							