

GRANTS COMMITTEE AGENDA



Tuesday 2nd May, 2006

at 4:00 p.m.

in Committee Room “C”

MEMBERS: GRANTS COMMITTEE:

The Mayor, Stuart Drummond,
Councillors Jackson and Payne.

- 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 29th March 2006 (*attached*)
- 4. KEY DECISIONS**

No items
- 5. OTHER ITEMS REQUIRING DECISION**
 - 5.1 Youth Service Grant To Abbey Street (Headland Future), Voluntary Youth Project For 2006/7 – *Director of Children's Services*
- 6. ITEMS FOR INFORMATION**

No items

7. LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

EXEMPT ITEMS

Under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) Act 1985

8. KEY DECISIONS

No items

9. OTHER ITEMS REQUIRING DECISION

No items

GRANTS COMMITTEE

MINUTES AND DECISION RECORD

29th March 2006

Present:

Councillor Peter Jackson (In the Chair)

Councillors The Mayor and Robbie Payne

Officers: Joan Wilkins, Principal Democratic Services Officer
Jan Bentley, Democratic Services Officer

33. Declarations of interest by members

None.

34. Confirmation of the minutes of the meeting held on 3rd March 2006

Received.

35. Civic Lottery Grant Applications *(Assistant Chief Executive)*

Type of decision

Non-key

Purpose of report

To seek consideration of five Civic Lottery Grant applications and a request for a change of use of a previously awarded grant.

Issue(s) for consideration by the Committee

At the meeting held on the 3rd July 2003 the Committee approved the distribution of funding from the Civic Lottery Fund, three times a year on a proportional basis. In 2005/6 the proportional split of funding meant that £5,633 was allocated for award at each tranche of applications, however, £4,486 had been left unallocated at the second tranche and carried forward to the third and final tranche. This increased the amount available for allocation in the final tranche to £10,119.

Details of the five applications received for funding from the third tranche were outlined in the report. Under normal circumstances the number of applications outweighed the allocation available, however, in this tranche the sum of the applications received was only £2,030 which again amounted to less than the allocation available. This left £8,089 to be carried over into next year.

Following consideration of the information provided Members expressed support for each of the applications. Details were also discussed of a request for the Outdoor Bowls Consortium's for a change to the grant approved on the 6th July 2006 to allow use of the £500 grant on greens at Burn Valley and Friar Terrace rather than Seaton Carew. Whilst Members indicated that they would approve the change of use of the grant they requested that the organisation be made aware that a dime view was taken of requests of this kind for changes of use of grants after approval.

Decision

i) The following grants were approved:-

APP. NO.	ORGANISATION	£
3194	Buzzy Bees Fun Club	£500
3195	Headland Future	£480
3199	Hartlepool Male Voice Choir	£500
3193	Hartlepool Church and District Football League	£500
3197	Hartlepool Town Football Club	£500

ii) The change of use of the grant awarded to the Outdoor Bowls Consortium on the 6th July 2006, as outlined above, was approved.

J A BROWN

CHIEF SOLICITOR

PUBLICATION DATE: 1st April 2006

GRANTS COMMITTEE

2nd May 2006



Report of: Director of Children's Services

Subject: YOUTH SERVICE GRANT TO ABBEY STREET
(HEADLAND FUTURE), VOLUNTARY YOUTH
PROJECT FOR 2006/7.

SUMMARY

1. PURPOSE OF REPORT

To consider grant aid towards the running costs of Abbey Street Voluntary Youth Project

2. SUMMARY OF CONTENTS

Background and detail of the Abbey Street Voluntary Youth Project, their partnership work with the Youth Service, and the level of grant proposed.

3. RELEVANCE TO PORTFOLIO MEMBER

The cabinet Grants Committee is responsible for the allocation of grants.

4. TYPE OF DECISION

Non-key

5. DECISION MAKING ROUTE

Cabinet Grants Committee

6. DECISION(S) REQUIRED

Approval of Grant for Abbey Street Voluntary Youth Project, and delegate the release of funding to the Director of Children's Services.

Report of: Director of Children's Services

Subject: YOUTH SERVICE GRANT TO ABBEY STREET
(HEADLAND FUTURE), VOLUNTARY YOUTH
PROJECT FOR 2006/7.

1. PURPOSE OF REPORT

- 1.1 To consider details and seek member's approval of a grant award for the support of youth work at the Abbey Street Voluntary Youth Project.

2. BACKGROUND

- 2.1 The Youth Service looks to support voluntary youth groups, which are complementary in contributing to town-wide provision for young people 13-19 years. Very often this can be cost-effective way in making provision and avoiding duplication of youth work facilities.
- 2.2 Grants are assessed against criteria involving need (where services are required) and the potential of the voluntary organisations to contribute to the Youth Service's outcomes and targets. Abbey Street Voluntary Youth Project continues to successfully meet both criteria.
- 2.3 Any grant issued is on the basis of delivering a specification which details the quantity/quality of youth work expected, and the specification for the Abbey Street Project is attached to this report as **Appendix 1**

3. ABBEY STREET VOLUNTARY YOUTH PROJECT – (Headland Future Ltd)

- 3.1 Over recent years the Borough Council has given support to the development of the Abbey Street Youth Project. Three years ago the project opened its doors to young people and has been operating a range of programmes of activity to meet the needs of young people on the Headland.
- 3.2 The Youth Service continue to advise and support the project as they are significant deliverer of support to young people in the area, particularly following the closure of the Friarage Centre. The Abbey Street project operates a good curriculum and is particularly successful in respect of young people's participation through a user committee, and live music, which attracts good numbers of young people. Abbey Street will be effective in contributing outcomes towards the Youth Service Reach target of 25% of 13-19 year olds, and further has the capacity to deliver recorded and accredited outcomes.

- 3.3 Visits by Youth Service Officers have reflected positive experiences for young people who regularly use Abbey Street facility. Abbey Street has a membership of 400 and delivers 30 hours of youth work per week.
- 3.4 The youth staff at Abbey Street have undertaken training over the past year and this is to be applauded. They presently have 4 staff in training with ourselves to qualify as youth workers and it is intended that eventually all of their youth work staff will become qualified as part of a rolling programme. They are also included in the Youth Service's self-inspection programme.
- 3.5 The administration and finances of the organisation have had issues and pressures in the past. However, information and supporting paperwork are now readily available and regular visits to the youth project are carried out by Youth Service Officers, to monitor the situation carefully. The project has restructured sensibly to accommodate the situation with administration and finances effectively deployed. The project re-launched last year and is progressing well, although finance remains an issue, as with many voluntary projects.
- 3.6 Given a level of uncertainty surrounding the project, the delegation of the release of funding to the Director of Children's Services so that staged payments and other safeguards can be accommodated, will best meet the needs of the youth project and protect the interests of the authority. Whilst the youth project is operating well, it is in everyone's interests, especially young people's, that we continue our support so far as is reasonable in the circumstances.
- 3.7 Abbey Street operates to a specification in respect of the quantity and quality of work, and this will be monitored by Youth Service Officers (see **Appendix 1**).

4. FINANCIAL IMPLICATIONS

- 4.1 The grant requested for 2005/06 in respect of Abbey Street is £27,315 which represents 3% inflation increase on last year's award. The grant application is attached as **Appendix 2**.
- 4.2 The Youth Service Budget for 2006/07 has earmarked for this project, a budget of £27, 315, equivalent to the amount requested.
- 4.3 It is recommended that the release of funding to Abbey Street be delegated to the Director of Children's Services.

5. RISK

- 5.1 A level of risk has been identified at 3.5. However this is acceptable, and can be managed by the monitoring of the project, and the delegated release of funding, over the financial year, to the Director of Children's Services.

6. RECOMMENDATIONS

6.1 Members are requested to approve the following grant funding to Abbey Street Project (Headland Future Ltd.) of £27, 315 and authorise the Director of Children's Services to oversee staged release of funding, in order that a cautious but flexible approach can be achieved.

CONTACT OFFICER: Peter Davies, Principal Youth Officer

Background Papers

Appendix 1 Service Specification

Appendix 2 Grant Application

HARTLEPOOL BOROUGH COUNCIL

CHILDREN'S SERVICES DEPARTMENT
YOUTH SERVICE

SERVICE SPECIFICATION / GRANT ACCEPTANCE

A Grant of , has been awarded for the purpose detailed below and will be monitored in accordance with the guidance and conditions.

The grant has been awarded for the period

Service Specification

1. Headland Future Ltd., will provide voluntary association with informal and social educational opportunities for young people in the 13-19 yrs. age range in respect of this agreement.
2. Primarily this will be for young people from the North of Hartlepool but given the mobility of young people, reasonable access should not be denied to others from outside the community.
3. Access will be in line with equality issues, and in line with established equality practice. Staff must be skilled and able to deliver the programme of work with young people, and be appropriately qualified. Staff must undergo police clearance checks.
4.
 - (i) Abbey Street, will provide up to SIX (6) evenings of access from 6.00 pm till 10.15 pm (MONDAY to SATURDAY).
 - (ii) Additionally Abbey Street will be open during school holidays from 10.00 am – 4.00 pm.
 - (iii) It is recognised that these access targets are aspirational and to some extent dependant on funding. Actual provision is expected to be in the region of that stated in 4 (i) and (ii), when resources are at full complement.
 - (iv) Abbey St. will contribute towards Reach in respect of Participants and Contacts, and Development work in respect of Accredited and Recorded Outcomes. These statistics will be recorded and available for use.
5. Abbey Street will offer developmental opportunities for young people which meet the FIVE OUTCOMES for Children's Services, (staying safe; being healthy; enjoying and achieving; making a positive contribution; and achieving economic well-being). Specifically this will mean:
 - (i) allow young people to be involved in the decision making process affecting their project, and learn the skills associated with this.
 - (ii) allow young people to explore issues important to them at any given time.

- (iii) offer a safe and welcoming environment from a starting point of mutual respect and appreciation, and where discrimination has no place. Staff must operate their duty of care towards young people and minimise risk.
 - (iv) allow young people opportunities for activity, participation and fun.
 - (v) offer young people informed and relevant information appropriate to their needs and enable them to make effective choices.
 - (vi) offer opportunities for residential work.
 - (vii) allow young people the capacity to interact within the wider local community and have a voice in it.
6. Where Abbey Street cannot directly deliver the programme detailed above, it must access young people via referrals or other appropriate means.
7. The above specification will be monitored and evaluated by appropriate officers of Hartlepool Borough Council Youth Service.

Declaration:

I the undersigned have been given approval to sign this acceptance on behalf of

.....

In doing so the organisation agrees to adhere to the terms and conditions of the grant and service specifications.

Signed:

Date:

Position in organisation:

HARTLEPOOL BOROUGH COUNCIL

CHILDREN'S SERVICES DEPARTMENT
YOUTH SERVICE

GRANTS TO THE VOLUNTARY YOUTH SECTOR - GUIDANCE AND CONDITIONS

Aim

The main aim of granting the Voluntary Youth Sector is to create equality of opportunity and access young people to youth services and resources. Grants are available to help local people organise local youth services and activities, which meet local young people's needs.

- 1) Some groups of young people experience greater levels of disadvantage than others, and Hartlepool Borough Council has agreed a number of priorities to assist black / minority ethnic young people; young people not in education, employment or training; young people with disability; and young women, all of whom will receive a level of priority.
- 2) Membership of the organisation should be open to all young people and no application for membership should be refused on anything other than reasonable grounds. The organisation should be constituted with elected officers, and operate within their Equal Opportunities Policy framework. The core age range is primarily 13-19 years but consideration will be given to applications for young people aged 11 – 25 years.
- 3) Youth groups must deliver a developmental curriculum incorporating planned programmes of work. The safety and wellbeing of young people is paramount and such programmes must be in the context of sound Health and Safety, Risk Assessment practices.
- 4) Hartlepool Borough Council accepts no additional financial responsibility arising from the approval of grant. The managing body of the project will be responsible for all costs of the project in excess of the grant aid from the Borough Council.
- 5) Grant aid must be used only for the purposes for which it is awarded.
- 6) The utilisation of grant is subject to monitoring from the Council. Organisations must therefore allow Council Officers reasonable access to premises, equipment, records and accounts, including supporting receipts and invoices. Where appropriate, an organisation may be requested to submit regular reports on the progress of the grant-aided project.
- 7) Monitoring of Grants of £2,000 or over: -

Section 137A of the Local Government Act 1972 (as amended by the Local Government and Housing Act 1989) requires that any organisation receiving a grant of £2,000 or over, provide a statement of the use to which the grant is put. The statement must be received within 12 months from the date assistance is given.
- 8) Organisations should acknowledge the support of Hartlepool Borough Council in any appropriate publicity material (e.g.: newsletters, newspaper articles, brochures, reports programmes, plaques, etc.).

- 9) In certain circumstances, additional conditions may be attached to a grant award. Organisations will be informed of such conditions and will be requested to indicate their acceptance of them.
- 10) Where an organisation is found to be in breach of the above conditions, the Organisation shall, at the absolute discretion of the Council, repay any grants made.
- 11) It should be noted that this process does take time and so grant applications should be made as early as possible.

Please contact the Youth Service Operations Manager for clarification if you are unsure about any aspect of your application.

Application forms can be obtained from and forwarded to: -

**Operations Manager,
Hartlepool Youth Service,
Upper Church St., Hartlepool,
TS24 7EQ.**

Telephone Number: 01429 523762

HARTLEPOOL BOROUGH COUNCIL

CHILDREN'S SERVICES DEPARTMENT
YOUTH SERVICE

APPLICATION FOR GRANT TO VOLUNTARY YOUTH GROUPS.

Name of Youth Group/Organisation ...Headland Future Ltd. (Abbey St. Project)

Address of Meeting Place3, Abbey St., Headland, Hartlepool, TS24 0JR.....

Please give the name of a person in your group who can be contacted about this application

NameGraham Alton.....

AddressAs Above.....

Post Code.....

Telephone Number ...01429 891444.....

Please describe briefly the aims and objectives of your group or supply a copy of your constitution if you have one.

Headland Future is primarily concerned with the provision of a range of development opportunities for young people aged 13-19 years, living in the town of Hartlepool, with a focus on St.Hild's ward. The Abbey St. Project operates in accordance with the aim of the parent charity.

.....Please see attached statement.

[illegible]

.....
...

What is the total cost of your project?

£ 94,410.23p which consists of £51,042.84p staffing costs; £14,430 delivery costs; with the remaining £28,937.39p relating to insurance, administration, management and premises utility fees directly related to delivery of youth work initiatives under the Abbey St banner.

How much are you applying for and why?

We are applying for £27,315 to utilise for staff costs and delivery costs directly related to the Abbey St. Project. (3% rise from last year). Delivery costs include residentials, materials, professional fees (i.e. artists).

How is the balance of your project funded?

...Through a variety of private and public sector organisations, including Connexions, Kickstart, Tudor Trust, Children in Need, and the PCT. Some £55,225.19p has been secured which, if our application is supported, will result in a projected shortfall of £11,869.44p over the year. This will be met from small grant applications throughout the financial year.

Please return this application to:

**Operations Manager
Hartlepool Youth Service,
Upper Church St., Hartlepool,
TS24 7EQ.**

The grant will be utilised to provide a range of services for some 500 young people in the Hartlepool area (focusing on those residing in the St Hild's ward), all aged between 13 and 19 years of age. The project will deliver services on a minimum of four evenings a week primarily through the Abbey Street Facility but also from other venues. Mixed age/gender work will be commonplace however certain projects and initiatives may be single gender or focused on specific age ranges. Some initiatives are concentrated on NEET / Nearly NEET young people however such services represent a small proportion of the projects work.

Abbey Street concentrates on the main aims of Every Child Matters and is developing its curriculum around the themes of Citizenship, Health, Culture, Environment, Leisure & Recreation, Relationships, Information & Advice, Oppression, Politics, Spirituality and Legal Rights. Many services cut across multiple curriculum themes. The project employs a number of methods to deliver youth work, including (but not limited to) centre based work, one to one work, detached work, project work, group work, trips / outings, accredited programmes, partnership working and residential.

The cornerstone of the projects work is the provision of open drop-in sessions twice weekly through the Abbey Street Facility. Sessions are used as a vehicle for developing relationships, mutual support, trust, supporting the development of interest groups, sharing knowledge and facilitating the development of friendships. They allow young people to get off the streets and undertake positive activities. We have to date challenged foul language, racism, sexism, drug issues and alcohol usage informally through drop-in's and assisted young people to write cv's, complete homework, develop numeracy and literacy skills and perform job search. Young people attending the drop-in environment often band together to form "communities of interest" and have formed two constituted groups - Checkpoint Music Consortium (who have organised gigs throughout Hartlepool) and the Outdoor Activities Group (who hold regular walks). We will continue to support these groups and support the development of new formal and informal youth groups, assisting young people to organise their own activities and effect their own change.

The development of cohesive communities is a key goal of the project, given the aging population of the Headland area and the problems between young people and older residents. We will use a variety of methods to improve cross generational respect and understanding, including youth lead activities afternoons in local residential centres, a youth & community forum to discuss actions and consequences and issue based work for young people.

Project work is shaped through youth consultations and generally takes place on two evenings per week. At present, we have two projects which are confirmed for 2006/07. One is an environmental group work project which using fashion as a vehicle aims to implement a recycling scheme, raise environmental awareness and develop art and design skills. Another is a graffiti art project which allows for amongst other things positive emotional expression, skill development and need identification. Numerous additional projects including a pool league and video projects (we are awaiting receipt of £12,000 of video recording and editing equipment) are likely – all will commence after planning by and consultation with our client base. Many initiatives are likely to be accredited through the Duke of Edinburgh, ASDAN and TROCON although at present the Duke of Edinburgh is the primary accreditation route.

A range of fitness services are offered including six hours of gym provision and regular sports leagues. Hartlepool Sixth Form College Rugby Team receive our support by way of a qualified coach twice weekly.

The Charity achieved a grade 3 "adequate" rating in the recent peer inspection process and has thus far taken steps to improve standards in order to fulfil the aspiration of achieving a grade 2 "good" later in the year. Our adoption of the PQASSO quality assurance system, training of staff in planning, evaluation & identification of learning outcomes and bi-monthly service reviews will aid us in achieving this objective and ensure 2006/07 exhibits higher quality youth services of the nature outlined in this application.