

GRANTS COMMITTEE AGENDA



Monday 6 June 2011

**at 10.00 am or immediately following Cabinet
whichever is the later**

in Committee Room B, Civic Centre, Hartlepool

MEMBERS: GRANTS COMMITTEE:

The Mayor, Stuart Drummond
Councillors Payne and H Thompson

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 20 April 2011 (previously circulated)

4. KEY DECISIONS

No items

5. OTHER ITEMS REQUIRING DECISION

- 5.1 Community Pool 2011/2012 – *Director of Child and Adult Services*
5.2 Community Pool Grant Funding - Hartlepool Credit Union Ltd – *Director of Child and Adult Services*

6. ITEMS FOR INFORMATION

No items

GRANTS COMMITTEE

6 June 2011



Report of: Director of Child and Adult Services

Subject: COMMUNITY POOL 2011/2012

SUMMARY

1. PURPOSE OF REPORT

The purpose of this report is to advise and seek approval for the level of grant awards to community groups and voluntary organisations from the Community Pool for 2011/2012.

2. SUMMARY OF CONTENTS

The Community Pool budget for the 2011/2012 financial year has been set at £457,024. At a meeting of the Grants Committee on 1st March 2011 Members agreed that the balance of the Community Pool for 2010/2011 could be rolled forward into the 2011/2012 budget. As this request was approved the total balance of £516,034 was available to be committed during the 2011/2012 financial year.

At the meeting on 1st March 2011 the Grants Committee approved awards totalling £232,572.50 to voluntary/community groups in Hartlepool.

Officers have been informed by Hartlepool Community Studio that as the group has gone into liquidation they won't be claiming their award for the 2011/2012 financial year. As the award to the Studio will be available to be re-committed the balance available for distribution at this meeting is £293,024.

An application for funding from Red Dreams was rejected by the Grants Committee on 1st March 2011. Since then Red Dreams has appealed against that decision. After careful consideration of the appeal officers feel that on reflection it would be appropriate to make a positive recommendation regarding the application from Red Dreams. Officers are therefore recommending that an award of £2,896 is approved as a contribution towards the core costs of Red Dreams for the period April to September 2011.

3. RELEVANCE TO PORTFOLIO MEMBER(S)

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

4. TYPE OF DECISION

Non-key.

5. DECISION MAKING ROUTE

Grants Committee to determine awards at meeting, 6 June 2011.

6. DECISION(S) REQUIRED

Members are requested to approve/note:-

1. The recommendation in relation to Red Dreams for approval of £2,896 as a contribution towards the organisations core costs.
2. Any 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.
3. The remaining balance of the Community Pool to be considered for allocation against bids at future meetings within the 2011/2012 financial year.

Report of: Director of Child and Adult Services

Subject: COMMUNITY POOL 2011/2012

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to advise and seek approval for the level of grant awards to community groups and voluntary organisations from the Community Pool for 2011/2012.

2. BACKGROUND

- 2.1 The Community Pool provides financial assistance to support those aspects of the activities of the voluntary/community/not for profit sector that clearly reflect the aspirations of the Council's Community Strategy. The main objective of the Community Pool is to support the activity of strengthening communities. Applications are processed against set criteria, which can be found as **Appendix 1**.
- 2.2 Grant aid awarded is generally provided as a contribution towards the core costs of an organisation's operation and in many instances helps to match other funding streams.
- 2.3 Officers have now been informed that the Community Pool budget for the 2011/2012 financial year has been set at £457,024. However, at the meeting of the Grants Committee on 1st March 2011 Members approved the roll forward of the balance of the 2010/2011 Community Pool budget. As this request was approved the total available to commit during the 2011/2012 financial year is £516,034.
- 2.4 At a meeting of the Grants Committee on 1st March 2011 Members approved awards totalling £232,572.50. However, The Hartlepool Community Studio has informed Officers that as the group has gone into insolvency they will not be claiming the grant which was approved for 2011/2012. Therefore the balance of the Community Pool available for distribution has risen from £283,461.50 to £293,024.

Consideration of Awards

- 2.5 Applicants can apply for a one-year revenue grant or a three-year tapering revenue grant and as part of the assessment process, applications ARE categorised to ensure that financial support is maintained to those groups providing services that complement the Authority's strategic aims and objectives. **Appendix 1** The criteria and guidance notes for applicants provides information for applicants relating to what can be funded and how applications are assessed.
- 2.6 In accordance with the criteria, applications are categorised as follows:-
- (i) Providers of services that are of strategic importance.
 - (ii) Community development/capacity building initiatives.
 - (iii) Established groups who have been fully constituted for in excess of two years and have not been previously supported from the Community Pool.
 - (iv) Other organisations/groups.
- 2.7 Consideration is given to the group's operational activity with funding provided as a proportion of the core costs and the potential of the group to access other funding in order to achieve a complete financial package for their activities.
- 2.8 The awards which were approved on 1st March 2011 for the 2011/2012 financial year were approved for a 6 month period only. All groups who were awarded a grant have had the funding paid in one instalment and then funding ceases in September 2011. However, as there is a balance of funding remaining this will allow for a new 'scheme' to be established in this current financial year in order to provide support through a commissioning process and/or grants to groups that are providing services which are of strategic importance.

3. GRANT APPLICATIONS FOR 2011/2012

- 3.1 As detailed in paragraph 2.3 of this report, the total budget available for 2011/2012 is £516,034. At a meeting of the Grants Committee on 1st March 2011 applications totalling £232,572.50 were approved for the benefit of voluntary and community groups in Hartlepool. At this meeting Members of the Grants Committee also rejected an application from Red Dreams. Since that meeting Red Dreams has submitted an appeal against the rejection of their application. After consideration of the appeal, and on reflection, officers feel that a positive recommendation should be made in respect of the application from Red Dreams. From the information provided in the appeal officers have ascertained that there is sufficient distinction between the services offered by The Studio and those offered by Red Dreams to warrant approval of an award.

3.2 **Application recommended for funding – Red Dreams**

- Red Dreams is a group that provides support to over 150 young people and 4 community groups. The aim of the group is to act as a resource for young people, up to the age of 19, living in Hartlepool and surrounding areas, by promoting, funding and the encouragement of individuals or groups of young people within the arts, performing, visual, media and written arts, as a means of advancing their lives, developing their skills, capacities and capabilities. As part of the process Red Dreams enables them to participate in society as independent, mature and responsible individuals.
- Every thing that is offered by Red Dreams, from projects to facilities, is free to young people aged 19 and under to ensure that the opportunities are accessible to all.
- Red Dreams provides a number of facilities including rehearsal and recording facilities, a performance room also doubles as a photography studio and for in-house filming with green screen and other back drops, lighting and sound to reflect the needs of the project; a vocal/acoustic room which is sound proofed and has a laptop which is connected to the internet, acoustic instruments and a PA.
- Red Dreams provides all bands, vocalists and songwriters with support. Potential participants are interviewed before being offered a place with the group to ensure commitment, goals and aspirations. Participants also complete a personal progression plan which is used to ensure that the group is helping them to attain their goals. All bands are given a mentor who is young volunteer with experience of being in a band or a songwriter/musician. Participants are mentored and supported from the beginning. Mentors take into consideration performance, benchmarks, progression and can arrange recording if appropriate. No bands automatically get to record, it is part of a progression plan and may be used to educate as well, but primarily it is used to get the final creative product to the market i.e. radio stations, festivals, YouTube, Facebook, MySpace, agents, recording companies and management etc. A mentor develops not just the band but the individuals in the band, not just creating a product but also developing the young people including their confidence, self-esteem, skill and experience allowing them to grow and mature. For some young people who may struggle socially, creativity is an outlet which allows them to connect with other individuals and groups, the development of which can be just as important as the development of their creative talent.
- Participants are proactively offered performance opportunities as part of a recorded and evaluated progression programme by the staging of band gigs, performance events and recognition events such as the Red Dreams Music Awards. Red Dreams works with a vast network of other organisations. The services of Red Dreams are offered free of charge to other non-profit making organisations to maximise their own fundraising.

Bands have performed at various festivals including Stockton Fringe, Middlesbrough Music Live, Richmond Live and Glastonbury. Local radio stations have played tracks from young bands and some bands have been given the opportunity to perform.

- All participants in Red Dreams can take part in OCN accreditation in many different fields including teaching, music, performance, song writing, technical skills and film making enabling vocational certification to help with future education and employment, and with a wealth of level 1 to level 3 skills and knowledge.
- Red Dreams also provides film making opportunities and workshops with experienced film makers offering their knowledge and practical training on all aspects of planning, shooting and editing a short film or documentary. Red Dreams also offers a Youth Theatre and a Show Choir for young people between the ages of 11 and 16.
- There are approximately 180 young people registered with Red Dreams and Red Dreams has over 20 volunteers who mentor and support the young people. There is a waiting list of young people wanting to become involved with Red Dreams.
- Red Dreams has applied to the Community Pool for a 3 year tapered grant of £5,792 as a contribution towards the running costs of the organisation. The application falls into Category 3 'Established groups who have not been previously supported'.
- Red Dreams have made bids to other funders for the 2011/2012 financial year including the BIG Lottery and Children in Need.

- 3.3 On balance officers feel that it is appropriate to recommend that an award of £2,896 is approved for Red Dreams for the six month period, April to September 2011, as a contribution towards the core costs of the group including utilities, internet and telephone, administration and licences and insurance.

4. CONCLUSION

- 4.1 The total budget available for the 2011/2012 financial year amounts to £516,034 which includes the roll forward of the balance of the 2010/2011 budget. To date a total of £232,572.50 has been approved for community groups and voluntary organisations that provide services in Hartlepool. Hartlepool Community Studio has informed officers that as they have gone into liquidation they won't be accepting the grant that was approved on 1st March 2011. This being the case the balance available for distribution at this meeting is £293,024.
- 4.2 An application for funding from Red Dreams was rejected at the Grants Committee on 1st March 2011. Should Members approve this recommendation the balance available for distribution at a later date is £290,128.

5. RECOMMENDATIONS

Members are requested to approve/note:-

1. The recommendation in relation to Red Dreams for approval of £2,896 as a contribution towards the organisations core costs.
2. Any 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.
3. The remaining balance of the Community Pool to be considered for allocation against bids at future meetings within the 2011/2012 financial year.

CONTACT OFFICER: John Mennear, Assistant Director (Child & Adult Services)

Background Papers

Applications to the Community Pool 2011/2012.



HARTLEPOOL BOROUGH COUNCIL

COMMUNITY POOL 2011/2012

CRITERIA AND GUIDANCE NOTES FOR APPLICANTS

The main aim of the Community Pool is to support those aspects of the activities of the voluntary/ community/not for profit sector that clearly reflect the aspirations of the Council's Community Strategy and Neighbourhood Renewal Strategy.

HARTLEPOOL AMBITION

COMMUNITY STRATEGY AND NEIGHBOURHOOD RENEWAL STRATEGY 2008-2020

Within the main strategic document, there are 8 aims and themes, which are clearly set out as priorities:-

- Jobs and the Economy
- Life Long Learning and Skills
- Health Care
- Community Safety
- Environment
- Housing
- Culture and Leisure
- Strengthening the Communities

CORPORATE STRATEGY

The Council has identified within the Community Strategy's aims and themes a number of corporate strategy priorities. The main objective of the Community Pool is to support the activity of strengthening communities.

Community Pool resources are targeted to vulnerable sectors of the community and to those organisations delivering effective and appropriate services that complement the Authority's strategic aims, "to empower individuals, groups and communities and increase the involvement of citizens in all decisions that affect their lives".

Within the Strengthening Communities theme are a number of objectives which groups funded from the Community Pool can collaborate with the Council to achieve its corporate objectives:-

- To empower local people to take a greater role in the planning and delivery of services and strategies that affect their individual lives, their local neighbourhood and the wider community.
- To increase opportunities for everyone to participate in consultation, especially "hard to reach" groups and those communities affected.
- To improve the accessibility of services and information ensuring that providers address the varied needs and requirements of the whole community.
- To fully value the voluntary and community sector and to support them to secure their long-term future through contracted service delivery, promoting volunteering and the agreement of longer term funding settlements.
- To ensure Hartlepool is a cohesive community where there is a sense of belonging for all and where people of different backgrounds, circumstances and generations are able to get along free from discrimination and harassment.

In order to identify the most disadvantaged communities for the purposes of assessing applications to the Community Pool, the rankings found in the Index of Multiple Deprivation 2004 will be used to ascertain the nature of deprivation in Hartlepool.

The following ward is in the top **1%** of deprived wards nationally: **Stranton**.

The following wards are in the top **5%** of deprived wards nationally: **Owton, Dyke House, Brus, St Hilda**.

The following wards are in the top 10% of deprived wards nationally: **Grange, Rift House.**

Groups targeting areas of greatest disadvantage in the town will receive a higher priority for funding.

Weightings will be applied to grant applications depending on the location of the applicant organisation and the area they serve.

FUNDING CATEGORIES

The Community Pool funding categories are as follows:-

(i) PROVIDERS OF SERVICES THAT ARE OF STRATEGIC IMPORTANCE. This includes:-

Those groups/organisations that provide services to support disadvantaged individuals. Groups may require specialist expertise, e.g. Legal advice, debt counselling, and self-improvement opportunities.

Applications from those groups providing services that directly complement the services provided by the local authority and are considered strategically important will receive priority particularly those who provide:-

- Legal advice and guidance.
- Income generation, credit union support and debt counselling.
- Voluntary sector infrastructure support: accreditation, management, fundraising.
- Counselling services.

(ii) COMMUNITY DEVELOPMENT/CAPACITY BUILDING INITIATIVES. This includes:-

those groups which support the development of community capacity, including the formation of tenants and residents groups, and seek to improve interaction between local residents and statutory service providers, including local partnerships and networks and groups working proactively to facilitate the engagement of disadvantaged sectors, to encourage them on to the first step and then signpost them onto provision elsewhere, if necessary, providing support and training to encourage self help.

Applications from local community groups, particularly those who actively provide:-

- Advocacy in relation to issues affecting the voluntary sector.
- Support to strengthen voluntary sector infrastructure; accreditation, management.
- Support with fundraising.
- Support to volunteers.
- Development of capacity building projects/activities.

(iii) ESTABLISHED GROUPS WHO HAVE NOT PREVIOUSLY BEEN SUPPORTED FROM THE COMMUNITY POOL

Groups who are considered to be established i.e. who have been fully constituted for in excess of 2 years, who have not been awarded grant aid from the Community Pool previously can apply for financial support if they are meeting the aims and objectives of the Community Pool.

(iv) OTHER ORGANISATIONS/GROUPS. This includes:-

All applications, which do not fall into the other 3 categories, but provide valuable services with measurable outcomes for the benefit of Hartlepool residents living in the most disadvantaged wards, can be considered for funding.

ALLOCATION OF FUNDING FROM THE COMMUNITY POOL

Funding is offered on a two-tier system.

➤ 3 YEAR REVENUE TAPERED GRANT

Groups can apply for a 3 year tapered funding agreement in principle subject to budgetary availability. In the second and third years of the agreement, grant recipients will be afforded, in principle, 75% and then 50% of the award made in Year 1. Under this scheme, groups cannot apply for funding from the Community Pool in year 4.

➤ 1 YEAR REVENUE TAPERED GRANT

1 year funding with applications being processed alongside all others in subsequent years.

Grant aid will only be approved for revenue funding to support organisational running costs. A funding formula will be applied with the main priority being the staffing costs of a group. Key posts within an organisation, as identified by the Community Resources Manager, can be supported with a percentage of salary costs.

Applicants should note that:-

Capital works will not be supported, i.e.

New applications for initiatives in areas currently benefiting from regeneration initiative funding will receive a lower priority.

Play initiatives will receive a lower priority because of the alternative funding sources e.g. Play Opportunities Pool.

There is no upper limit in relation to the amount applied for from the Community Pool, but applications for less than £5,000 will not be considered from the Community Pool but will be signposted to other funders.

MONITORING OF GRANT AID

All grant aid is managed through a funding agreement, which includes the terms and conditions, under which grant aid has been awarded.

The spend and the outputs/benefits relating to the grant will be monitored and if it is found that grant aid has not been spent appropriately or outputs/benefits not achieved then measures may be taken to reclaim the grant.

APPEALS PROCEDURE

Groups applying to the Community Pool will be given the opportunity to appeal against a decision made by the Grants Committee in respect of their application for funding. An appeal must be made in writing, as it will be presented to the Grants Committee for their consideration.

GRANTS COMMITTEE

6 June 2011



Report of: Director of Child and Adult Services

Subject: COMMUNITY POOL GRANT FUNDING -
HARTLEPOOL CREDIT UNION LTD

SUMMARY

1. PURPOSE OF REPORT

The purpose of this report is to update Members of the Grants Committee regarding the work that has been done by the Scrutiny Committee in relation to the application for funding from the Community Pool from Hartlepool Credit Union Ltd for the 2011/2012 financial year.

2. SUMMARY OF CONTENTS

At a meeting of the Grants Committee on 1st March 2011 Members approved an award of £16,793 for Hartlepool Credit Union Ltd as a contribution towards the core costs of the group including the salary costs of a Membership Supervisor, a Membership Officer, a Collector and a contribution to rent and running costs.

Following the decision taken by the Grants Committee a Call-In Notice was submitted by 5 Members of the Council. As the Call-In Notice met all the constitutional requirements, the Scrutiny Co-ordinating Committee, at its meeting on 25th March 2011 gave consideration to the signatories view/opinion that the decision had been taken in contravention of the principles of decision making (as outlined in Article 13 of the Constitution). The reasons identified in the Call-In Notice being clarity of aims and desired outcomes and reasonableness.

Having considered the content of the Call-In Notice, the Scrutiny Co-ordinating Committee supported the need to look in more detail at how the decision had been made and accepted the Call-In.

The Scrutiny Co-ordinating Committee appointed a Working Group to investigate the Call-In. The Working Group along with the Assistant Director of Community Services and the Community and Youth Resource Manager met on 7th April to gather together information to help them to carry out the

investigation. The outcome of the Working Group was reported to the Scrutiny Co-ordinating Committee on 7th April 2011. The Working Group recommended that the decision to award Hartlepool Credit Union Ltd a grant should be referred back to the Grants Committee for consideration and to decide if the Committee wishes to amend or reaffirm its decision in relation to this application.

The Grants Committee met on 20th April with the Chair of the Scrutiny Co-ordinating Committee invited to the meeting. The Grants Committee decided to invite representatives from the Credit Union to an informal meeting of the Grants Committee to discuss their application and to help the Committee to gain an understanding of some of the issues raised by the Chair of the Scrutiny Co-ordinating Committee.

The informal meeting of the Grants Committee was held on 5th May 2011. Representatives of the Credit Union attended. Details in relation to the application to the Community Pool were discussed with the Grants Committee agreeing that meeting the group had been worthwhile and the information gathered from the meeting would help them to decide if they want to amend or reaffirm their decision to award funding to the Credit Union for the 2011/2012 financial year.

3. RELEVANCE TO PORTFOLIO MEMBER(S)

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

4. TYPE OF DECISION

Non-key.

5. DECISION MAKING ROUTE

Grants Committee to determine awards at meeting, 31st May, 2011.

6. DECISION(S) REQUIRED

Members are requested to consider:-

1. The request from Scrutiny Co-ordinating Committee to amend or reaffirm their decision made in respect of the application for funding from the Community Pool from Hartlepool Credit Union Ltd.
2. Any 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.

Report of: Director of Child and Adult Services

Subject: COMMUNITY POOL GRANT FUNDING -
HARTLEPOOL CREDIT UNION LTD

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to update Members of the Grants Committee regarding the work that has been done by the Scrutiny Committee in relation to the application for funding from the Community Pool from Hartlepool Credit Union Ltd for the 2011/2012 financial year.

2. BACKGROUND

- 2.1 At a meeting of the Grants Committee on 1st March 2011 Members approved an award of £16,793 for Hartlepool Credit Union Ltd as a contribution towards the core costs of the group including the salary costs of a Membership Supervisor, a Membership Officer, a Collector and a contribution to rent and running costs.
- 2.2 Following the decision taken by the Grants Committee a Call-In Notice was submitted by 5 Members of the Council. As the Call-In Notice met all the constitutional requirements, the Scrutiny Co-ordinating Committee, at its meeting on 25th March 2011 gave consideration to the signatories view/opinion that the decision had been taken in contravention of the principles of decision making (as outlined in Article 13 of the Constitution). The reasons identified in the Call-In Notice being clarity of aims and desired outcomes and reasonableness. Having considered the content of the Call-In Notice, the Scrutiny Co-ordinating Committee supported the need to look closer at how the decision had been made and accepted the Call-In.
- 2.3 The Scrutiny Co-ordinating Committee appointed a Working Group to investigate the Call-In. The Working Group along with the Assistant Director of Community Services and the Community and Youth Resource Manager met on 7th April to gather together information to help them to carry out the investigation.
- 2.4 The outcome of the Working Group was reported to the Scrutiny Co-ordinating Committee on 7th April 2011. The Working Group recommended that the decision to award Hartlepool Credit Union Ltd a grant should be referred back to the Grants Committee for consideration and to decide if the Committee wishes to amend or reaffirm its decision in relation to this application.
- 2.5 The Grants Committee met on 20th April with the Chair of the Scrutiny Co-ordinating Committee invited to the meeting. A lengthy discussion took place regarding the application from the Credit Union. The Grants Committee decided to invite representatives from the Credit Union to an informal meeting to discuss their application and to help the Committee to

gain an understanding of the issues raised by the Chair of the Scrutiny Co-ordinating Committee.

3. INFORMAL GRANTS COMMITTEE 5TH MAY 2011

- 3.1 The informal meeting of the Grants Committee was held on 5th May 2011. Four representatives of the Credit Union attended. The Chair Person of the Credit Union explained the problems that the Credit Union had had over the last 2 years and the financial pressures meant that the Credit Union had had to approach the council for additional crisis funding for 2 consecutive years.
- 3.2 A discussion also took place regarding the inclusion of elected Members on the board of the Credit Union and the terms of the crisis funding which was agreed by the Finance Portfolio holder
- 3.3 The Grants Committee agreed that meeting the group had been worthwhile and the information gathered from the meeting would help them to decide if they wish to amend or reaffirm their decision to award funding to the Credit Union for the 2011/2012 financial year.

4. CONCLUSION

- 4.1 At the meeting of the Grants Committee Members approved an award of £16,793 to Hartlepool Credit Union Forum as a contribution towards the core costs of the organisation
- 4.2 The information gained at the meetings mentioned previously has been included in the body of this report. At this meeting the Grants Committee are requested to consider the decision made on 1st March 2011 in light of the information that has been provided by the Scrutiny Co-ordinating Committee and Hartlepool Credit Union Ltd.

5. RECOMMENDATIONS

Members are requested to consider:-

1. The request from Scrutiny Co-ordinating Committee to amend or reaffirm their decision made in respect of the application for funding from the Community Pool from Hartlepool Credit Union Ltd.
2. Any 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.

CONTACT OFFICER: John Mennear, Assistant Director (Child & Adult Services)

Background Papers

Application to the Community Pool 2011/2012 - Hartlepool Credit Union Ltd
 Minutes of meeting - Scrutiny Co-ordinating Committee 7th April 2011
 Minutes of meeting - Grants Committee 20th April 2011