

# GRANTS COMMITTEE AGENDA



**Monday 31<sup>st</sup> July, 2006**

**at 2:00 p.m.**

**in Committee Room “A”**

**MEMBERS: GRANTS COMMITTEE:**

The Mayor, Stuart Drummond,

Councillors Payne and Tumilty.

**1. APOLOGIES FOR ABSENCE**

**2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**

**3. MINUTES**

3.1 To receive the minutes of the meeting held on 2<sup>nd</sup> May 2006 (*attached*)

**4. KEY DECISIONS**

No items

**5. OTHER ITEMS REQUIRING DECISION**

5.1 Civic Lottery Grant Applications- *Assistant Chief Executive*

5.2 Direct Lettings 2006/2007 – Hire of Premises by Voluntary/Community Groups – *Director of Adult and Community Services*

**6. ITEMS FOR INFORMATION**

No items

# **GRANTS COMMITTEE**

## **MINUTES AND DECISION RECORD**

2<sup>nd</sup> May 2006

**Present:**

Councillor Peter Jackson (In the Chair)

Councillor Robbie Payne

Officers: Peter Davies, Principal Youth Officer  
David Cosgrove, Principal Democratic Services Officer  
Jo Wilson, Democratic Services Officer

### **36. Apologies for absence**

Apologies were submitted on behalf of the Mayor, Stuart Drummond.

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

None.

### **38. To receive the minutes of the meeting held on 29<sup>th</sup> March 2006**

Received

### **39. Youth Service Grant to Abbey Street (Headland Future), Voluntary Youth Project for 2006/7** *(Director of Children's Services)*

**Type of decision**

Non-key

**Purpose of report**

To seek consideration of grant aid towards the running costs of Abbey Street Voluntary Youth Project.

**Issue(s) for consideration by the Committee**

The report advised that the Youth Service supported voluntary youth groups which were complementary in contributing to town-wide provision for young

people 13-19 years. Grants were assessed against criteria involving need (where services were required) and the potential of the voluntary organisations to contribute to the Youth Service's outcomes and targets. Abbey Street Voluntary Youth Project continued to successfully meet both criteria. Any grant issued was on the basis of delivering a specification which detailed the quantity/quality of youth work expected. The specification for the Abbey Street project was appended to the report.

The Abbey Street project operated a good curriculum and was particularly successful in respect of young people's participation through a user committee, and live music. Abbey Street would be effective in contributing numbers towards the Youth Service Reach target of 25% of 13-19 year olds and further had the capacity to deliver recorded and accredited outcomes.

The administration and finances of the organisation had had issues and pressures in the past. The project had restructured sensibly to accommodate the situation with administration and finances now more effectively deployed. The project had re-launched last year and was progressing well although finance remained an issue.

Given a level of uncertainty surrounding the project, Officers recommended the delegation of the release of funding to the Director of Children's Services so that staged payments and other safeguards could be accommodated. It was considered that delegation to the Director would best meet the needs of the youth project and protect the interests of the authority. The grant requested for 2006/7 was £27,315 which represented a 3% inflation increase on the previous year's award. The grant application was appended to the report. The Youth Service Budget for 2006/7 had earmarked for this project, a budget of £27,315, equivalent to the amount requested.

Members approved the proposed delegation to the Director of Children's Services but requested that the Chair of the Grants Committee be consulted by the Director on the release of each payment.

#### **Decision**

1. That the grant funding to Abbey Street Project (Headland Future Ltd) of £27,315 be approved
2. That the Director of Children's Services be authorised to oversee the staged release of funding, following consultation with the Chair of Grants Committee in each case, in order that a cautious but flexible approach be achieved.

**J A BROWN**

**CHIEF SOLICITOR**

**PUBLICATION DATE: 5<sup>th</sup> May 2006**

## **GRANTS COMMITTEE**

31<sup>st</sup> July 2006



**Report of:** Assistant Chief Executive

**Subject:** CIVIC LOTTERY GRANT APPLICATIONS

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### **SUMMARY**

#### **1. PURPOSE OF REPORT**

To consider Civic Lottery Grant Applications.

#### **2. SUMMARY OF CONTENTS**

The report asks members to consider the following:

- the general approach to the allocation of the available balance for 2006/7
- the approach to the award of grants for citizens' summer outings and Christmas parties and delegating authority to officers to approve these grants.
- applications where no previous grants have been awarded.
- applications where grants have previously been awarded

#### **3. RELEVANCE TO THE GRANTS COMMITTEE**

The Committee is responsible for determining these grant applications.

#### **4. TYPE OF DECISION**

Non-key decision

#### **5. DECISION MAKING ROUTE**

Grants Committee

**6. DECISION(S) REQUIRED**

- (i) To consider the approach to the allocation of the available balance for 2006/7, (including the setting aside of £1,500 for applications for summer outings and Christmas parties as set out in section 3 (A) of the report and delegating authority to the Assistant Chief Executive to award such grants in accordance with the criteria set out in the report)
- (ii) To consider applications for the allocation of grants as detailed in sections 3 (B) and (C) of the report.

**Report of:** Assistant Chief Executive

**Subject:** CIVIC LOTTERY GRANT APPLICATIONS

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## **1. PURPOSE OF REPORT**

- 1.1 To consider Civic Lottery Grant Applications.

## **2. BACKGROUND AND APPROACH TO GRANT ALLOCATION**

- 2.1 In accordance with the procedure previously approved by Members, the annual amount available for distribution of lottery grants is based upon the real rate of interest earned by the investment in the previous financial year. This can be calculated from the Council's internal interest rate less the April Retail Price Index increase over 12 months.

- 2.2 For 2006/2007 grants the rates are: 2005/2006 internal interest rate - 4.6%. The calculation is set out below:

	£
Balance 01.04.06	388,160.94
Interest on fund at 4.6 %	<u>17,855.00</u>
Balance available for distribution	17,855.00

- 2.3 If Members agree to the proposal set out in section 3 (A) below (that £1,500 is made available for senior citizen's summer outings and Christmas parties), the balance available for distribution will be £16,355.00. The total sum sought in this tranche of lottery applications, the first of three that are due to be considered this Municipal Year, is £1,900

- 2.4 The current criteria for eligibility and distribution from the Civic Lottery Fund requires Members to consider applications three times a year in order that an overall view of applications can be obtained. In previous years Members have generally attempted to distribute one third of the balance available on each occasion. If Members wish to do this the sum available for each of the three meetings would be £5,951.66.

- 2.5 Also In previous years it was agreed to distribute the balance available for distribution proportionately. Normally the amount of grants requested outweighs the allocation available. In that case, awards are usually made on a pro rata basis. However, in this tranche the sum of grants sought totals £1,900. Each of the three tranches would be allocated £5,951.66 therefore

Members would be able to fully support each of the grant applications. The remaining balance from this tranche would be added to the balance of the future two tranches.

### **3. ISSUES FOR CONSIDERATION AND FINANCIAL IMPLICATIONS**

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

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

It is suggested that Members may wish to adopt a similar system as in previous years, whereby, a sum of £1,500 is set aside for applications for grants towards either summer outings or Christmas parties (not both). If this approach continues then the balance available for distribution for other application would reduce from £17,855 to £16,355 (as described in paragraph 2.3 above), leaving £5,451 for award in this tranche.

In previous years decisions relating to this type of application have been delegated to officers and it is suggested that this approach continues. The criteria for amount awarded has been dependent upon the number of Members in an organisation, i.e.:-

15-20	members	£20
21-40	members	£40
41-60	members	£50
over 60	members	£70

It is suggested that this approach continues.

**(B) APPLICATIONS FOR CONSIDERATION - WHERE NO PREVIOUS GRANTS AWARDED**

Copies of the application forms are available in the Member's Library.

APP NO.	ORGANISATION	REASON FOR APPLICATION	TOTAL COST £	SUM SOUGHT £
<b>3203</b>	<b>Headland Pastimes Association</b>	Financial support towards the venue hire for their activities	£1880.00	£500
<b>3208</b>	<b>Ardrossan Bingo Club</b>	Purchase of a bingo machine	£200.00	£200
<b>3209</b>	<b>Throston United Football Club</b>	Financial assistance towards pitch fees	£500.00	£200

**(C) APPLICATIONS FOR CONSIDERATION – SECOND AND SUBSEQUENT REQUESTS**

Copies of the application forms are available in the Member's Library.

APP NO.	ORGANISATION	REASON FOR APPLICATION	TOTAL COST £	SUM SOUGHT £
<b>3202</b>	<b>Hartlepool Camera Club</b>	To purchase an A3 printer with cartridges and USB cable included.	£584.36	£500

**PREVIOUS GRANTS**

£250	Purchase of a wall mounted water heater	Grants Committee 28th April, 2004
£165.28	Purchase of frames to exhibit work in local venues plus mountboard	Grants Committee 2 <sup>nd</sup> January 2003
£200	Replacement of photographic equipment	Community Services and Safety Board 30 <sup>th</sup> March 2001



<b>3207</b>	<b>Seaton Holy Trinity Football Club</b>	Financial assistance towards pitch fees, players insurance, washing of football kit and purchase of trophies	£1,000.00	£500
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## PREVIOUS GRANTS

£200	Pitch fees, affiliation fees and washing of football kit	Grants Committee 6 <sup>th</sup> July 2006
£181.09	Pitch fees	Grants Committee 29 <sup>th</sup> July 2003
£33	Pitch fees	Grants Committee 3 <sup>rd</sup> July 2002
£100	Running costs	Community Support and Safety Board 30 <sup>th</sup> March 2001

**4. RECOMMENDATIONS**

- 4.1 To consider the approach to the allocation of the available balance for 2006/7, (including the setting aside of £1,500 for applications for summer outings and Christmas parties as set out in section 3 (A) of the report and delegating authority to the Assistant Chief Executive to award such grants in accordance with the criteria set out in the report)
- 4.2 To consider applications for the allocation of grants as detailed in sections 3 (B) and (C) of the report.

**GRANTS COMMITTEE**  
**31st July 2006**



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

**Subject:** DIRECTED LETTINGS 2006/2007  
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.

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 3rd March, 2006, Members approved an allocation of funding of £4,000 for Directed Lettings.

9 applications have been received and have been assessed resulting in recommendations amounting to £3,152 towards the costs of 8 groups.

One application has not been recommended for funding at this time.

As all applications to the Directed Lettings allocation have now been satisfied then the balance of the allocation £848 can now be returned to the main Community Pool budget for distribution at future meetings of the Grants Committee.

**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, 31st July, 2006.

**6. DECISION(S) REQUIRED**

To decline an application for a grant from the Directed Lettings allocation from the 27<sup>th</sup> Hartlepool Brownie Group.

To approve grant awards to 8 groups from the Directed Lettings allocation of which total £3,152 leaving a balance of £848 to be returned to the main Community Pool budget.

To approve changes to the Directed Lettings Scheme as detailed in paragraph 3.12 of the report.

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

**Subject:** DIRECTED LETTINGS 2006/2007  
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 2 parish councils Hart and Elwick. The council has a legal obligation to provide grant aid to the Parish Councils in respect of the hire of premises. 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 3<sup>rd</sup> March, 2006, Members approved an allocation of £4,000 from the Community Pool for Directed Lettings; the hire of premises by voluntary and community groups in 2006/2007.
- 2.5 Grant aid from the Directed Lettings allocation is targeted towards the most disadvantaged areas of the town and is recommended towards the costs of the hire of a venue for one meeting per week. However, there is a specific exception with funding being provided to 4 groups, including Hart and Elwick Parish Councils and 2 uniformed groups, because they received free use of school premises prior to reorganisation.

### 3. FUNDING PROPOSAL

- 3.1 Applications for support towards premises costs have been received from 9 community/voluntary organisations. Details of the applications can be found as **Appendix 1**.
- 3.2 In accordance the Directed Lettings Scheme up to 100% subsidy is usually recommended for those groups who operate in the top 1% of deprived wards nationally, of the 9 applications received 1 group, 27<sup>th</sup> Hartlepool Brownies that meet in the Stranton area of the town, fit into this category. This group has not applied for funding previously as they had been given free use of St. Aiden's Church Hall. However, they recently relocated to the Stranton Centre because the church hall became unsuitable for use and as a result are now incurring hire charges.
- 3.3 The Directed Lettings Scheme was established originally to support those groups who had benefited from free use of school premises by Cleveland County Council. As the 27<sup>th</sup> Hartlepool Brownies do not meet this criterion a positive recommendation cannot be made in relation to this application. Members should be aware that approval of new applications could rapidly increase bids from additional groups in future years putting pressure on the budget and raising the expectations of new applicants.
- 3.4 However, as the 27<sup>th</sup> Hartlepool Brownies meet in the Stranton ward, which is the top 1% of disadvantaged wards nationally, Members may wish to offer support to the group in the current financial year with no commitment intended or implied for future years. A subsidy of 100% of the group's costs relating to one meeting per week for 39 weeks would amount to £702; a 50% subsidy would amount to £351.
- 3.5 Up to 50% subsidy is recommended for 2 groups, 22<sup>nd</sup> Hartlepool Rainbows, Brownies and Guides and the 20<sup>th</sup> Hartlepool Brownies who operate the Rift House and Rossmere wards respectively. Both wards are in the top 10% of disadvantaged wards nationally.
- 3.6 Applications have been received from 2 groups 34<sup>th</sup> Hartlepool Rainbows, Brownies and Guides and 1<sup>st</sup> Hartlepool Brownies Unit, both 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, as defined in the Index of Multiple Deprivation 2004.
- 3.7 Resources are limited and need to be targeted to the most deprived areas of the town however, as these groups have previously benefited from support from the Directed Lettings Scheme and are probably reliant on it a 50% subsidy is recommended for 34<sup>th</sup> Hartlepool Rainbows, Brownies and Guides and 1<sup>st</sup> Hartlepool Brownies for 2006/2007, however, the groups should be made aware that as resources are under increasing pressure that this support is not likely to be available in future years if they are still operating in the same wards.

- 3.8 Support will also be given to these groups to assist them to explore the availability of alternative accommodation to reduce their costs. The possibility of relocating to one of the Council's community centres will be investigated as way to potentially cut accommodation costs for these groups and if appropriate any other group benefiting from funding from the Directed Lettings Scheme. By way of comparison if any group were to meet in a Community Centre for one meeting of 3 hours per week for 40 weeks per annum. The annual cost would be £330.
- 3.9 The Swimming Club and the Hartlepool Youth Choir are town-wide organisations which, are based within wards of deprivation and have the potential to enhance their membership from those wards. The Swimming Club is recommended for up to a 44% contribution towards one hours charge per week. The Hartlepool Youth Choir is recommended for a 34% contribution towards the costs of the hire of a venue for one meeting per week. Both recommendations are based on the percentage of the group's membership who live in areas of disadvantage.
- 3.10 In addition to financial support for the groups detailed at **Appendix 1**, 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 at a total cost of approximately £440 per year.
- 3.11 Approval of these grant awards is recommended totalling £3,152 as detailed at **Appendix 1**. With all the applications to the Directed Lettings allocation being satisfied, then the balance of £848 can be added back to the Community Pool for distribution at future meetings of the Grants Committee.
- 3.12 For future years, in order to ensure that limited resources are targeted to the most deprived areas, financial support should only be recommended for those groups operating in the top 10% of deprived wards nationally and funding should be restricted to previous beneficiaries of the Directed Lettings Scheme.
- 3.13 If Members approve this change to the scheme all current applicants will be informed of the changes when they are notified of the outcome of their current application.

#### 4. **RECOMMENDATIONS**

Members are requested to consider:

- i) To reject the new funding application from the 27<sup>th</sup> Brownies who were moved from free premises to the Stranton Centre.

- ii) Approve the following levels of grant aid from the Community Pool Directed Lettings allocation:

22 <sup>nd</sup> Hartlepool Rainbows, Brownies, Guides	£570
20th Hartlepool Brownie Guides	£500
34th Hartlepool Guides, Brownies, Rainbows	£540
1st Hartlepool Brownie Unit	£298
Hartlepool Youth Choir	£255
Hartlepool Swimming Club	£549
Hart Parish Council	£220
Elwick Parish Council	£220
<b>Total of Recommendations</b>	<b>£3,152</b>

- iii) Approve the proposed changes to the Directed Lettings Scheme as detailed in paragraph 3.12 of the report with effect from the 2007/2008 financial year.

CONTACT OFFICER: John Mennear, Assistant Director Adult & Community Services

### Background Papers

Applications to the Community Pool: Directed Lettings 2006/2007.  
Local Government Act 1972 Section 134  
Index of Multiple Deprivation Estimated National Rankings 2004

## Appendix 1

<b>DIRECTED LETTINGS 2006/07</b>								
<b>ORGANISATION</b>	<b>AREA OF OPERATION (WARD)</b>	<b>VENUE</b>	<b>COST PER WEEK</b>	<b>NO OF WEEKS OPERATIONAL</b>	<b>NO OF YOUNG PEOPLE BENEFITING</b>	<b>SUBSIDY</b>	<b>2005/06 AWARD £</b>	<b>GRANT RECOMMENDED £</b>
27th H'POOL BROWNIES	STRANTON	STRANTON CENTRE	£ 18.00	39	20	0%	£ -	£ -
22ND H'POOL RAINBOWS BROWNIES GUIDES	RIFT HOUSE	NDNA	£ 30.00	38	65	50%	£ 570.00	£ 570.00
20TH H'POOL BROWNIE UNIT	ROSSMERE	ROSSMERE PRIMARY	£ 25.64	39	15	50%	£ 1,000.00	£ 500.00
34TH H'POOL RAINBOWS BROWNIES GUIDES	THROSTON	THROSTON PRIMARY	£ 30.00	36	70	50%	£ 540.00	£ 540.00
1ST H'POOL BROWNIE UNIT	HART	CLAVERING PRIMARY	£ 17.00	35	14	50%	£ 298.00	£ 298.00
HARTLEPOOL YOUTH CHOIR	TOWNWIDE	OZ CENTRE	£ 18.75	40	32	up to 34%	£ 500.00	£ 255.00
			<b>COST PER HOUR</b>					
HARTLEPOOL SWIMMING CLUB	TOWNWIDE	MANOR SCHOOL	£ 26.00	48		up to 44%	£ 650.00	£ 549.00
			<b>COST PER MONTH</b>	<b>NO OF MONTHS OPERATIONAL</b>				
HART PARISH COUNCIL	HART	HART PRIMARY	£ 20.00	11			£ 220.00	£ 220.00
ELWICK PARISH COUNCIL	ELWICK	ELWICK PRIMARY	£ 20.00	11			£ 220.00	£ 220.00
								£ 3,152.00
BUDGET ALLOCATION	£ 4,000.00							
COMMITMENTS	£ 3,152.00							
TO BE TRANSFERED BACK TO POOL	£ 848.00							