

# GRANTS COMMITTEE AGENDA



Wednesday 22<sup>nd</sup> November 2006

at 2:00 p.m.

in Training Room 4, Municipal Buildings, Church Square

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 31<sup>st</sup> July 2006 (*attached*)

4. **KEY DECISIONS**

No items

5. **OTHER ITEMS REQUIRING DECISION**

- 5.1 Civic Lottery Grant Applications- *Assistant Chief Executive*
- 5.2 Play Opportunities Pool Award 2006/2007 – *Director of Children's Services*
- 5.3 Community Pool 2006/2007 – *Director of Adult and Community Services*
- 5.4 Community Safety Capital Grants Allocation – *Head of Community Safety and Prevention*

6. **ITEMS FOR INFORMATION**

No items

# **GRANTS COMMITTEE**

## **MINUTES AND DECISION RECORD**

31<sup>st</sup> July 2006

**Present:**

Councillor Robbie Payne (In the Chair)

Councillors The Mayor and Victor Tumilty

Officers: John Mennear, Assistant Director (Community Services)  
Susan Rybak, Grants Officer  
Angela Hunter, Principal Democratic Services Officer  
Jo Wilson, Democratic Services Officer

### **1. Appointment of Chair**

Councillor Payne was appointed Chairman of the Committee.

### **2. Apologies for Absence**

None

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

None

### **4. Confirmation of the minutes of the meeting held on 2<sup>nd</sup> May 2006**

Confirmed

### **5. Civic Lottery Grant Applications** *(Assistant Chief Executive)*

**Type of decision**

Non-key

**Purpose of report**

To consider Civic Lottery Grant Applications.

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

The report sought the Committee's consideration of 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 had been awarded.
- applications where grants had previously been awarded

Following consideration of the information provided Members expressed support for the applications. In the case of the Headland Pastimes Association however members requested further information on the function and activities of the group before giving consideration to the application.

**Decision**

- (i) The allocation of the available balance of £17,855 for 2006/07 was noted and the setting aside of £1,500 in respect of applications for senior citizens summer outings and Christmas parties was approved.
- (ii) Authority was delegated to the Assistant Chief Executive to award summer outings and Christmas party grants in accordance with the approved criteria.
- (iii) The following allocation of grants was approved:-

Application number	Organisation	£
3202	Hartlepool Camera Club	500*
3207	Seaton Holy Trinity Football Club	500*
3208	Ardrossan Bingo Club	200
3209	Throston United Football Club	200

(\* Organisations that have previously received Civic Lottery Grants)

## **6. Directed Lettings 2006/2007 – Hire of Premises by Voluntary/Community Groups** *(Director of Adult and Community Services))*

**Type of decision**

Non-key

### Purpose of report

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

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

Members were reminded that approval had been given at the meeting of the Grants Committee on 3<sup>rd</sup> March 2006, to the allocation of funding from the Community Pool of £4,000 for Directed Lettings, the hire of premises by voluntary/community groups. Grant aid was targeted towards the groups operating in the most disadvantaged areas.

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

Organisation	Amount Recommended 2006/2007
22 <sup>nd</sup> Hartlepool Rainbows, Brownies, Guides	£570
20 <sup>th</sup> Hartlepool Brownie Guides	£500
34 <sup>th</sup> 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</b>	<b>£3,152</b>

Detailed information on the applications was appended to the report.

Members were advised that a further application had been made by the 27<sup>th</sup> Hartlepool Brownies. However the Scheme was originally established to support those groups which had benefited from free use of school premises by Cleveland County Council and the 27<sup>th</sup> Hartlepool Brownies did not meet this criteria. Therefore officers were recommending that this application be rejected. However as the group met in the Stranton Ward, members might wish to offer support to the group in the current financial year with no commitment intended or implied for future years. Councillor Payne pointed out that whilst it is necessary to support the community to use this building or it will close, the Stranton Centre is located in the Foggy Furze Ward not the Stranton Ward.

Members felt that as this group did not fall under the appropriate criteria the report recommendation should be followed. Officers were asked to write to the group inviting them to apply for a Civic Lottery Grant as they would probably be eligible. However it was acknowledged that this would not be a regular source of income.

The report went on to suggest changes to the Directed Lettings Scheme whereby in future years financial support would 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. The Assistant Director (Community Services) suggested that in hindsight members should disregard this recommendation as it would penalise groups who had been previous beneficiaries of the scheme.

### **Decision**

- i. That the application for a grant from the Directed Lettings allocation from the 27<sup>th</sup> Hartlepool Brownie Group be declined
- ii. That the following levels of grant aid from the Community Pool Directed Lettings allocation be approved:

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

- iii. That the remaining balance of £848 be returned to the main Community Pool budget.
- iv. That the changes to the Directed Lettings Scheme as detailed in the report are not put into effect. That recommendation iii of paragraph 4 of the report be disregarded.

**J A BROWN**

**CHIEF SOLICITOR**

**PUBLICATION DATE: 4<sup>th</sup> August 2006**

## **GRANTS COMMITTEE**

22 November 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:

- applications where no previous grants have been awarded.
- applications where grants have previously been awarded.

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

The Committee is responsible for determining these grant applications.

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

Non-key decision.

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

Grants Committee.

#### **6. DECISION(S) REQUIRED**

To consider applications for the allocation of grants as detailed in sections 3(A) and (B) 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**

**2.1** In accordance with the procedure previously approved by Members, 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.

**2.2** This is the second tranche for consideration of applications. Members previously agreed to distribute the balance available at three meetings proportionately. Normally the amount of grants requested outweighs the allocation available. In that case, awards are usually made on a pro rata basis. In this tranche the sum of the grants sought totals £5,415. Each of the three tranches were allocated £5,451 at the start of the financial year. Members will be able to fully support each of the grant applications if they so wish. The remaining balance from this tranche, £36, will be added to the balance for the third tranche.

**2.3** Following the allocation of grants in the first tranche there was a balance of £3,551. This will also be added to the balance for the third tranche.

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

**(A) APPLICATIONS FOR CONSIDERATION – WHERE NO PREVIOUS GRANTS**

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 assistance towards venue hire	£1880	£500

APP NO	ORGANISATION	REASON FOR APPLICATION	TOTAL COST £	SUM SOUGHT £
3211	Hartlepool Handy Crafts	Financial assistance towards extending and providing art for relaxation sessions	£2,257.60	£500
3212	Serenity	Financial assistance towards subsidised yoga sessions	£2,257.60	£500
3213	High Flyers Trampoline Group	Financial assistance towards towards venue hire costs for trampoline sessions	£7,358.55	£500
3214	Hartlepool Kids Combat Club	Financial Assistance towards funding for activity	£500	£500
3222	Hartlepool Boys Brigade Old Boys	Financial Assistance towards conversion of a dis-used building into changing rooms	£6,500	£500
3223	Manor West Youth Project	Financial Assistance towards the cost of facilitating swimming sessions	£3,504	£500

**(B) 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 £
3217	Preston Simpson Scholarship in Music	Financial assistance towards providing assistance to local musicians for instruments, music and tuition	N/A	£500



## PREVIOUS GRANTS

£206.63	Assistance to local musicians for instruments, music and tuition	25 <sup>th</sup> November 2002
£500	Assistance to local musicians for instruments, music and tuition	Community Services and Safety Board 15 <sup>th</sup> June 2000
£500	Assistance to local musicians for instruments, music and tuition	Community Support Sub-Committee 17 <sup>th</sup> November 1998

APP NO.	ORGANISATION	REASON FOR APPLICATION	TOTAL COST £	SUM SOUGHT £
<b>3179</b>	<b>Hartlepool Snooker Centre Sunday Football League</b>	Financial Assistance towards efficient running of the league and purchase of trophies for players	£4,000	£480.

## PREVIOUS GRANTS

£500	Financial Assistance towards running costs	Grants Committee, 15 <sup>th</sup> November 2005
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APP NO.	ORGANISATION	REASON FOR APPLICATION	TOTAL COST £	SUM SOUGHT £
<b>3219</b>	<b>Hartlepool Headland Amateur Boxing Club</b>	Financial Assistance towards replacing old equipment with new, two new punch bags	£435	£435

## PREVIOUS GRANTS

£258.34	Purchase of a training timer	8 <sup>th</sup> August 2004
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£206.63	Towards the cost of the Annual Boxing Show at the Borough Hall in October 2002	25 <sup>th</sup> November 2002
£300	Cost of 2 boxing shows at the Borough Hall	Community Services and Safety Board 30 <sup>th</sup> March 2001

£200      Cost of a Boxing Night at the Borough Hall      Community Services  
and Safety Board  
26<sup>th</sup> November 1999

APP NO.	ORGANISATION	REASON FOR APPLICATION	TOTAL COST £	SUM SOUGHT £
<b>3221</b>	<b>Hartlepool Special Needs Support Group</b>	Funding toward the cost of a Christmas activity at the Historic Quay. Venue hire, food and gifts from Santa.	£1009.50	£500

#### PREVIOUS GRANTS

£500      Trip to Telewest Arena to see Disney on Ice      Grants Committee  
15<sup>th</sup> November 2005

£431.48      Trip to Telewest Arena to see Toy Story      Grants Committee  
17<sup>th</sup> September 2004

£452.31      Trip to Telewest Arena to see Disney on Ice      Grants Committee  
29<sup>th</sup> July 2003

£111      Trip to Telewest Arena to see Beauty and the  
Beast      Grants Committee  
3<sup>rd</sup> July 2002

£400      Trip to Telewest Arena to see Toy Story on Ice      Community Services  
and Safety Board  
14<sup>th</sup> May 2001

£500      Trip on the Teesside Princess, with barbecue and  
disco      Community Support  
Sub-committee  
9<sup>th</sup> March 1999

£300      Short Holiday at Alton Towers      Community Support  
Sub-Committee  
27<sup>th</sup> February 1996

£200      Short trip to Blackpool      19<sup>th</sup> July 1994

£500      Transport hire for 9 days      General Purposes  
Sub-Committee  
31<sup>st</sup> July 1992

#### 4. RECOMMENDATIONS

To consider applications for the allocation of grants as detailed in Sections  
3(A) and (B) of the report.

## GRANTS COMMITTEE

22<sup>nd</sup> November 2006



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

**Subject:** PLAY OPPORTUNITIES POOL AWARD  
2006/2007

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### SUMMARY

#### 1. PURPOSE OF REPORT

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

#### 2. SUMMARY OF CONTENTS

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

<u>Group</u>	<u>Recommended</u>
Greatham Playgroup	£483.00
Buzzy Bees Fun Club	£989.71
<b>Total</b>	<b>£1472.71</b>

This leaves £4602.72.

#### 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 on 22<sup>nd</sup> November 2006.

**6. DECISION(S) REQUIRED**

Members of the Grants Committee are requested:

To approve grant aid to 2 groups, totalling £1,472.71.

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

**Subject:** PLAY OPPORTUNITIES AWARD 2006/2007

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## **1. PURPOSE OF REPORT**

The purpose of this report is to advise Members of two applications to the Play Opportunities Pool and to seek approval for grant awards from the grants budget.

## **2. BACKGROUND**

Grant aid for 2006/2007 totals £20,571.50 and is available to community groups and voluntary organisations. This is made up of £18,000 from the grants' budget and £2,571.50, relating to an under spend of grant aid to Hartlepool Families First awarded in 2005/2006 and approved to be accrued to this financial year. The grant funding is available to enable organisations to provide play opportunities throughout the year, thereby complementing the Authority's play provision. The provision of play grants also enables groups to provide play to meet local needs, especially in areas of disadvantage to assist local people on limited incomes.

Grant Awards are used as a contribution towards the cost of a play opportunity, with the Authority's funding acting as a magnet to attract match funding. In total, two applications have been assessed with requests from the Grants Pool towards staff costs, management administration costs and equipment purchase.

At a meeting of the Grants Committee on 3<sup>rd</sup> March, 2006, members approved grant aid to 6 groups, totalling £14,083.07. An additional grant of £413.00 was approved under delegated powers, therefore leaving a balance of £6,075.43

The criteria used to assess applications is 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 the appropriate financial year. The monitoring information requires groups to provide evidence of the contribution of grant funding, along with a report of the project, number of beneficiaries, staff training and any additional funds levied to match the Local Authority's contribution. 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**

Grant aid of £20,571.50, in total is available for the year 2006/2007.

### **4. APPLICATIONS**

Details of the groups requesting funding are as follows:

#### **4.1 Greatham Playgroup**

##### **Background Information**

The group has been established for at least 35 years and operates from Greatham Community Hall. It caters for children aged 0 – 3 years and currently has up to 47 children accessing the group, on average 20 children per week. The group operates twice a week during term time, providing play opportunities for both children and parents for up to 2 hours per session.

The group provides a safe and friendly environment for both parents/grandparents and children to access and provides stimulating and interesting play opportunities through the limited resources that are currently available to the group.

The resources that have been acquired over the years are either inappropriate or at the end of their shelf life in terms of providing good quality play. The group would like to purchase new toys and resources to engage with the children, to make the environment colourful and have a wider choice of resources to provide a stimulating place to visit and engage with their children.

The group has provided a detailed list of toys and resources that will enrich, stimulate and offer a wide choice of activities for the children attending the group.

##### **Financial Implications**

The group currently pay £ 5.00 per session for the use of the premises and charge £1.00 per child per session, (children under the age of one year are not charged).

The group has utilised some of the income generated through fees to pay the annual Playgroup insurance and also provide refreshments for the adults and children attending each session from this income.

The group has also used the funds to purchase small items of equipment and perishable items, which can only be done when there are sufficient funds available

### **Recommendation**

A contribution of £483.00 is recommended towards the cost of toys and resources.

## **4.2 Buzzy Bees Fun Club**

### **Background**

The group has been established just over a year and is based at The Abbey Street Project on the Headland. The group provides activities for young people aged 5 – 12 years. The group meets twice a week and currently caters on average for 22 young people. A significant number of children and young people accessing the service live within St Hild's ward and living within such a small community have access to limited opportunities.

The group was established to provide opportunities for participation in positive activities that encourage the social, physical, creative, intellectual and emotional development in a safe and secure environment.

The children and young people accessing the fun club have progressed onto further positive activities provided by Headland Future, whose primary remit is to provide positive opportunities for young people aged 12 – 19 years. Through this sustained positive engagement with young people it will not only assist in the reduction of anti social behaviour, but with youth crime and substance misuse

The club has received support from Headland Future who are unable to offer financial support to enable the club to continue in its present format. The group operates with 5 volunteers and is looking to appoint a paid member of staff to coordinate, deliver the service and seek additional funding to continue the group's operation.

The group are seeking staff costs for one member of paid staff providing two sessions a week.

All volunteers and the member of staff have enhanced CRB checks and the group currently operates under the Headland Future Limited insurance.

### Financial Implication

To enable the group to provide this service for two sessions a week, the costs are as follows:

Staff Costs at 5.5 hours per week	£824.76
Administration and Management	£164.95
Equipment, Materials	£1000.00
Activities	£1500.00
Room Hire, Heating & Lighting	£750.42
Insurance	£300.00
<b>Total cost</b>	<b>£4,540.13</b>

In addition to making an application for a Play Opportunities Grant, the organisation has made an application to the Local Network Fund for the items detailed above, excluding staff, administration and management costs. The Local Network Grants Board has indicated that if the staffing costs are secured they see no reason, other than to approve the grant submitted to their fund. The group also charges each young person £1.00 per session attended.

### Recommendation

A grant of £989.71 is recommended to contribute towards staff, administration and management costs to operate the Buzzy Bee Fun Club.

## 5. RECOMMENDATIONS

Members are requested to:

Approve grant awards totalling £1,472.71, as detailed above.

**CONTACT OFFICER:** Penny Thompson, Children's Centres and Childcare Co-ordinator (telephone 284120).

### 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 compliment those schemes 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.
- ★ Special Needs.
- ★ 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.

### 4. **Awards**

The award will 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 0-16 years of age. There will be no ceiling limit on grants, 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 8.
- ★ Staff recruitment and vetting procedures.
- ★ CRB checking system in place.
- ★ Implement good codes of practice.
- ★ Identify age range.
- ★ Attend appropriate training workshops.

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

**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 acknowledgement 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**

22nd November, 2006

**Report of:** Director of Adult and Community Services**Subject:** COMMUNITY POOL 2006/2007**SUMMARY****1. PURPOSE OF REPORT**

The purpose of this report is to advise Members of applications to the Community Pool and to seek approval for recommended grant awards from remaining funds.

**2. SUMMARY OF CONTENTS**

The Community Pool budget has been set at £424,378 and with accruals from the 2005/2006 financial year, the total budget for distribution in 2006/2007 was £455,540. To date, the Grants Committee have approved £346,472.75 for allocation to 29 organisations during 2006/2007, including those supported from the specific activities allocations. The balance of the Community Pool, available for distribution today, is £109,067.

At this meeting, 5 applications are being presented for consideration. The applications are from Hartlepool Voluntary Development Agency, Headland Development Trust, Hartlepool People, Hartlepool Community Studio and Epilepsy Outlook. All the groups have been awarded funding in this financial year, 4 have made supplementary applications because they have budget shortfalls. Consequently, the organisations are at risk of not being in a position to meet their own aims and objectives and not able to achieve the prescribed outputs conditional with the first grant, thereby potentially jeopardising the Council's previous financial investment.

Recommendations are being presented as follows:-

<u>Organisation</u>	<u>Amount Requested</u>	<u>Amount Recommended up to</u>
Hartlepool Voluntary Development Agency	£19,041	£14,243
Headland Development Trust	£16,166	£0
Hartlepool People	£15,770	£7,376
Hartlepool Community Studio	£21,900	£10,950
Epilepsy Outlook	£9,855	£5,255

Grant awards to the levels shown, which total £37,824, will leave a balance of £71,243 remaining in the Community Pool. Additional applications will be considered later in the financial year, should any groups find themselves in crisis or the balance could be accrued into the next financial year, which would ease the inevitable pressure on the Pool in the 2007/2008 financial year.

### **3. RELEVANCE TO PORTFOLIO MEMBER**

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 decision.

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

Grants Committee to determine awards at meeting, 22nd November, 2006.

### **6. DECISION(S) REQUIRED**

1. Members are recommended to approve the following awards:-
 

(i) Hartlepool Voluntary Development Agency	£14,243
(ii) Hartlepool People	£7,376
(iii) Hartlepool Community Studio	£10,950
(iv) Epilepsy Outlook	£5,255
2. Members are recommended to refuse grant support to Headland Development Trust.
3. Members are requested to approve the accrual of the balance of the 2006/2007 Community Pool, £71,243, into the 2007/2008 financial year, subject to any further demands on the Community Pool.

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

**Subject:** COMMUNITY POOL 2006/2007

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**1. PURPOSE OF REPORT**

- 1.1 The purpose of this report is to advise Members of 5 applications to the Community Pool and to seek approval for grant awards for 4 groups from remaining funds.

**2. BACKGROUND**

- 2.1 The Community Pool provides financial assistance to community groups and voluntary organisations. Resources are targeted to vulnerable sectors of the community and to those areas of the town with the highest levels of disadvantage and to those organisations delivering effective and appropriate services that complement the Authority's strategic aims.
- 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.

**3. COMMUNITY POOL 2006/2007**

- 3.1 The Community Pool budget has been set at £424,378 for 2006/2007 and with accruals from the 2005/2006 financial year, the total budget for distribution was £455,540.
- 3.2 To date, the Grants Committee have approved £346,472.75 for allocation to 29 groups, including those supported from the specific activities allocation.
- 3.3 Therefore the balance of the Community Pool available for distribution today is £109,067.

**4. CONSIDERATION OF AWARDS**

- 4.1 As part of the assessment process, applications have been categorised to ensure that financial support is maintained to those groups providing services that complement the Authority's strategic aims and objectives. Groups have been categorised as follows:-
- (i) **Providers of Services that are of strategic importance:** groups providing services to support disadvantaged individuals. These groups may provide specialist expertise, e.g. legal advice, debt counselling and self-improvement opportunities. Groups targeting

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

- (ii) **Community Development/Capacity Building Initiatives:** 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.
- (iii) **Established groups who have not been previously 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:** applications from groups that 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, are considered for funding.

## 5. ISSUES FOR CONSIDERATION

### 5.1 Withdrawal of European Structural Funds and Other Funding Streams:

- 5.1.1. Anecdotal evidence suggests that the lack of funding available for core costs is becoming more problematic for the voluntary sector. With the demise of European Structural funds and reductions in other funding streams, more groups are trying to access any remaining pots, which is increasing competition for remaining resources.
- 5.1.2. At the request of the Grants Committee, the Scrutiny Forum is undertaking an enquiry into the withdrawal of European Structural funds and the effect on the voluntary/community sector in Hartlepool. Baseline information has been presented to the Scrutiny Forum; the scoping report for the enquiry is to be presented to the Scrutiny Forum on 24th November, 2006.

### 5.2 Reserves Policies:

- 5.2.1. Charitable organisations are encouraged to act responsibly by The Charities Commission by retaining a particular level of income as a reserve (that is if the organisation can justify its position). To justify their holding of reserves, trustees should have a reserves policy based on a realistic assessment of their reserves needs.
- 5.2.2. Many charities believe this process to be an essential part of good financial management practice. The Charities Commission advises that a policy should be devised that is formally agreed by the trustees and recorded in writing and that it should cover, as a minimum, the reasons why the charity needs reserves; what level of reserves the trustees believe the charity



needs; what steps the charity is going to take to establish or maintain reserves at the agreed level and arrangements for monitoring and reviewing the policy.

- 5.2.3. The Charities Commission encourages funders to assess reserve levels on the basis of proper justification rather than the application of any arbitrary rule.

## 6. GRANT APPLICATIONS FOR 2006/2007

- 6.1 Applications received for consideration at this meeting and the category to which they relate are as follows:-

<u>ORGANISATION</u>	<u>CATEGORY</u>	<u>REQUEST</u>
Hartlepool Voluntary Development Agency	(ii)	£19,041
Headland Development Trust	(ii)	£16,166
Hartlepool People	(ii)	£15,770
Hartlepool Community Studio	(iv)	£21,900
Epilepsy Outlook	(iv)	£9,855
<b>TOTAL</b>		<b>£82,732</b>

- 6.2 Members will be aware that the 5 applications presented at this meeting are from groups who have already been supported with grant aid from the Community Pool in this financial year. A summary of each of the applications presented to this meeting is attached as **Appendix 1**.
- 6.3 4 of the applicant organisations have identified a shortfall in their budget for core running costs in the current financial year. This being the case, the organisations are at risk of not being in a position to meet their own aims and objectives and not be able to achieve the prescribed outputs conditional with the first grant, thereby jeopardising the Council's previous financial investment.
- 6.4 The application from the Headland Development Trust is for a new information advice and guidance service to complement the work that the group is already providing and to satisfy what has been identified as a prescribed need in the St Hilda's area.
- 6.5 If additional awards are approved at this meeting, successful applicants will be made aware that their increase in funding for this financial year does not set a precedent for future applications. This will be emphasised in the service specification/terms and conditions relating to the individual grant awards.

**7. HARTLEPOOL VOLUNTARY DEVELOPMENT AGENCY (HVDA)**

- 7.1 Hartlepool Voluntary Development Agency was established in 1986, since which time it has consistently provided a wide range of support and development for the voluntary/community sector in Hartlepool. Groups are able to access appropriate advice and information on a wide range of issues, e.g. charitable status, managing a group, fundraising and how to develop meaningful partnerships with other agencies. With this help, they can flourish and expand their services to the community.
- 7.2 HVDA encourages voluntary action in a number of ways: working with volunteers; supporting and developing community groups; building links between voluntary organisations and developing partnerships with other agencies; the distribution of funding through a number of Community Chests; promoting the role and value of the voluntary sector; supporting groups who work on behalf of marginalised communities and providing services to vulnerable people.
- 7.3 In the period April 2005 to March 2006, HVDA have:-
- Provided a range of support to 372 of the 556 groups that currently comprise the Hartlepool voluntary/community sector.
  - Accessed funding from external sources for groups totalling £641,718.
  - Provided support to a total of 768 volunteers.
  - Distributed funding through Community Chest grants totalling £332,789.
- 7.4 However, this work is now under threat as HVDA have identified a shortfall in core funding for the current financial year. They have had some fundraising success, having been awarded a contribution to core costs by the Northern Rock Foundation over 2 years and small awards from the Sir James Knott Trust and the Hadrian Trust. However, despite continuous efforts to raise additional funding from other sources, they still have a shortfall in core funding for 2006/2007.
- 7.5 Efforts have been made to make financial savings to cope with the loss of significant amounts of funding from European Structural Funds and the Government Infrastructure Programme, staff have been made redundant and the working hours of other staff have been cut, which will have obvious repercussions on service delivery.
- 7.6 At the Grants Committee on 3rd March 2006, Members awarded HVDA a grant of £28,403, as a contribution towards the core costs of the group, including a 50% contribution towards the salary costs of 2 key posts, the Manager's post and the Finance Officer's post.
- 7.7 Additional grant aid of £19,041 has been requested, this represents the shortfall in core funding that HVDA had identified (October 2006) and is

made up of a contribution to the salary costs of 3 posts; the Manager's post, the Resource and Regeneration Officer's post and the Finance Officer's post.

- 7.8 When processing applications to the Community Pool, usually 2 "key" posts within an organisation are identified for funding. A change in approach to include 3 key posts would require Member approval. This application from HVDA identifies 3 key posts for funding as listed in para 7.7. The application states that these posts make up the core activity of the group, this could warrant additional support from the Community Pool. Therefore Officers are recommending that a contribution to the salary costs of the Resources and Regeneration Officer is awarded with no precedent set for future applications.
- 7.9 The Regeneration and Resources Officer post was previously funded from the European Regional Development Fund and, although it should be made clear that the Council cannot pick up gaps in funding caused by the withdrawal of major funding streams, in some circumstances, it may be deemed appropriate to offer additional support to sustain the work of the group whilst they secure alternative funding.
- 7.10 Members are requested to approve a grant of £14,243 as an additional contribution to the salary costs of the Manager's post and the Finance Officer's post with one off funding to the Resources and Regeneration Officer's post. This will enable these staff to carry on with the work they do as part of the core operation of the group and ensure that the outputs and benefits which they have agreed to achieve with the Council's initial investment will be accomplished. It will also allow the group time to appraise its current situation and make plans for the future, which may involve some further reconfiguring of the group if it is to flourish, despite the loss of European funds.
- 7.11 HVDA will continue to proactively seek to secure additional funding for this and the next financial year, however, if additional resources are not secured, service provision may be affected. HVDA have a reserves policy which states that they have identified a need to set aside 4 months' running costs and redundancy costs as a reserve. Currently their reserves balance is less than 3 months' running costs and redundancy costs.
- 7.12 Grant aid of up to £14,243 is recommended as a contribution towards the 2006/2007 core costs of Hartlepool Voluntary Development Agency, including the salary costs of 3 key posts; the Manager, the Finance Officer and the Resources and Regeneration Officer.**

## **8. HEADLAND DEVELOPMENT TRUST (HDT)**

- 8.1 Headland Development Trust is a community led organisation with over 500 members. The aims of the group are the promotion for the public benefit of urban or rural regeneration the areas of social and economic deprivation

(and in particular, the Headland area of Hartlepool) by all or any of the following means: the relief of poverty; the relief of unemployment; the advancement of education, training or retraining among local residents and providing those residents with work experience; the preservation of buildings or sites of historic importance; by providing crime prevention initiatives; by promoting capacity building in the area to further the advancement of regeneration.

- 8.2 Headland Development Trust are currently taper funded through the Community Pool for their Capacity Building Project which provides Capacity Building support to other groups who are working in the Headland area providing services for the benefit of local people.
- 8.3 An application for £16,166 has been made to the Community Pool for the provision of an information, advice and guidance service. Grant aid from the Community Pool would be used to employ an Information, Advice and Guidance Officer, who would provide and disseminate information in a number of ways and to pay for costs associated with the production of information on leaflet/audio and administration.
- 8.4 The need for this service in the local community has been identified through the Capacity Building Project with staff having dealt with over 1,000 enquires in the last year.
- 8.5 Headland Development Trust wish to set up a one-stop-shop for information and, in doing so, are keen to ensure the service is provided in a professional manner. To this end, HDT plan to gain quality assurance status via the Matrix Assessment, the costs of which are also included in this application.
- 8.6 At the meeting of the Grants Committee on 3rd March 2006, Members approved an award of £7,339 for Headland Development Trust as a contribution towards the costs of their Capacity Building Project. This award is the second year of a tapered agreement, which was approved in the 2006/2007 financial year.
- 8.7 As this application is for a new initiative and Headland Development Trust are already in receipt of a grant from the Community Pool in this financial year, Officers recommend that this application is refused.
- 8.8 It would seem prudent to take a cautious approach when considering any application for funding for new initiatives/projects. The current financial climate is obviously proving problematic for many voluntary and community sector groups who are having difficulty securing core costs. Therefore the priority for funding from the Community Pool must be for core costs.
- 8.9 However, Officers will signpost Headland Development Trust to other sources of funding to enable them to undergo the Matrix Assessment or any other quality assurance system which is deemed appropriate.
- 8.10 Members are recommended to reject the application from Headland Development Trust.**

## 9. HARTLEPOOL PEOPLE

- 9.1 Hartlepool People is a town wide voluntary organisation running a large community resource centre dedicated to promoting and addressing the needs of the people of Hartlepool.
- 9.2 The main aim of Hartlepool People is to develop personal skills, self confidence and quality of life of local residents, thereby improving realistic expectations of life skills and employment in Hartlepool. This is achieved through a varied and regular programme of skills, educational and recreational classes, a wide variety of volunteer and training opportunities and signposting to other appropriate organisations.
- 9.3 People of all ages and all communities access the activities and information available at Hartlepool People, including those from some of the most deprived wards in the town.
- 9.4 In the period April 2005 to March 2006, Hartlepool People recorded over 23,000 visits to the centre and 55 different groups made use of the facilities on offer; renting rooms and taking advantage of the support that is offered by the staff at Hartlepool People.
- 9.5 There are several other voluntary sector groups who have their permanent base at Hartlepool People, including Teesside Victim Support and Witness Service and ADDvance.
- 9.6 Hartlepool People has, in recent years, been successful in attracting funding from New Deal for Communities, which has enabled them to improve the fabric of the building and to employ additional staff.
- 9.7 At the meeting of the Grants Committee on 3rd March 2006, Members approved a grant of £12,719 as a contribution towards the Manager's salary costs. The Manager is responsible for the day to day running of the organisation, including promoting the organisation and ensuring that information on the services and activities provided by Hartlepool People reaches as many people in the community as possible, by attendance at meetings, talking to local groups and ensuring information is disseminated through the Community Network, local press, libraries and by networking with other agencies.
- 9.8 The Manager is also responsible for managing staff, recruiting and training volunteers and trainees and supporting other groups and individuals that meet at Hartlepool people. The Manager is proactive in fundraising for the core costs and projects costs of the group.
- 9.9 Although fundraising has been ongoing, Hartlepool People has only been successful in securing a small amount of additional grant aid to make up the shortfall in the Manager's salary costs and have applied to the Community Pool for £15,770 for the unsecured portion of the Manager's salary and other core running costs.

- 9.10 If additional Community Pool funding is not approved then the Manager's hours of work will be reduced, having a detrimental effect on the day to day running of Hartlepool People and putting the future of the group in jeopardy. Fundraising will be curtailed, putting the sustainability of the group in question. The group will be totally reliant on generating sufficient internal income to cover other operational costs.
- 9.11 Hartlepool People have a reserves policy which states that they should hold in reserve 3 months' operating costs and redundancy costs, however, unless additional grant aid is secured and internal income maximised, it is unlikely that Hartlepool People will have any reserves in the current or forthcoming financial years. As a responsible employer, this is not an ideal situation to be in.
- 9.12 However, there are other issues relating to this application that should be brought to the attention of the Grants Committee at this time for their consideration.
- (i) The building from which Hartlepool People operate is a Custodian Building, the future of which is being discussed by the Custodian Group (which is made up of representatives of the 4 Boroughs of the former Cleveland County Council). The other Local Authorities are looking for a capital receipt, which will mean the sale of the building. Hartlepool People are currently working with Hartlepool Voluntary Development Agency to make application to the BIG Lottery to secure funding to purchase the building.
  - (ii) As a result of the financial constraints that Hartlepool People have encountered in recent years and other issues the group have accrued substantial rent arrears (£30K). Hartlepool People are aware of their responsibilities in relation to this debt, they have paid what is owing so far in this financial year and are in the process of negotiating a payment plan with the Estates Department.
- 9.13 Members are recommended to approve a grant of £7,376 as a contribution to the salary costs of the Manager's post and utility costs. This will ensure that this key post is funded to the end of the financial year, equipping the group with the capacity in terms of staffing to work through the difficult challenges that lie ahead.
- 9.14 If this application from Hartlepool People is approved, the group will be made aware that their increase in funding awarded for 2006/2007 does not set a precedent for future years.
- 9.15 Grant aid of up to £7,376 is recommended as a contribution towards the core costs of Hartlepool People, including the salary costs of the Manager's post and utility costs.**

**10. HARTLEPOOL COMMUNITY STUDIO (THE STUDIO)**

- 10.1 Hartlepool Community Studio seeks to promote, maintain and advance the education of the public in the appreciation and practice of participatory arts and associated disciplines. To advance the education of unemployed residents in Hartlepool and the surrounding area through the provision of such training facilities as will enable those persons to acquire and develop vocational skills.
- 10.2 Hartlepool Community Studio is based in the Stranton ward, which is in the top 1% of deprived wards nationally, but it draws its membership of 6,134 from Hartlepool as a whole.
- 10.3 The Studio provides rehearsal and recording facilities for musicians and has a venue where all genres of music are performed. As a cultural provider, The Studio is an important facility for the delivery of arts activities in Hartlepool and the Tees Valley "creative economy".
- 10.4 In the period April 2005 to March 2006, 220 people accessed the recording studios, spending 96 days recording. Of the 220 people, 174 (83%) of them were unwaged. Use of the recording studios had declined throughout the 1990's and early 2000's, but has increased again recently. In the same period, 760 people used the rehearsal rooms for a total of 1,731 hours. Of the 760 people, 405 (54%) were unwaged and (80%) were under the age of 25.
- 10.5 The Studio has provided a venue for approximately 1,200 performing artists attracting 14,358 attendances, 78% of which were from Hartlepool and the Tees Valley. As well as a diverse programme of musical events, the venue also hosts a weekly open rehearsal by local big band Musicians Unlimited, weekly rehearsals by the Youth Jazz Orchestra, weekly rehearsals of The People's Theatre, a monthly comedy club, fortnightly musicians night for local performers, monthly local band night, monthly jazz night featuring local musicians and national artists and a roots night.
- 10.6 Training in sound recording is also provided. In the period April to March 2006, 75 people took part in approximately 500 hours of training, out of those, 35 (47%) of them were unwaged and 26 (35%) were under 25 years of age.
- 10.7 At the meeting of the Grants Committee on 3rd March 2006, Members approved an award of £11,868 as a contribution towards the core costs of Hartlepool Community Studio, including a contribution to the salary costs of a Manager's post and an Administrator's post.
- 10.8 Earlier in the year, HBC in partnership with the Arts Council, commissioned a "root and branch" review of The Studio when it became obvious that The Studio had financial and organisational difficulties. A consultant was appointed to carry out the review in accordance with a brief which was prepared by HBC officers.

- 10.9 Since then, a report has been produced which provides a detailed insight into the internal operation of The Studio, its financial status and the problems which were overwhelming the group. The report highlighted what the consultant considered as the main areas of concern in the operation of The Studio as a community group and a facility for the local community and offered a no-nonsense approach to dealing with the group's difficulties.
- 10.10 The Studio's Management Committee and staff have reacted positively to the findings of the report and have responded to the recommendations included in the report. Changes have been implemented to streamline the organisation resulting in staff being made redundant, thereby reducing the running costs of the group.
- 10.11 Prior to these changes being implemented, the group had identified a £50,000 shortfall in their budget for core costs in this financial year. The changes implemented by The Studio will result in savings of approximately £30,000, leaving a shortfall of £21,900.
- 10.12 Successful efforts have been made to encourage other groups/agencies to use the facility and work is ongoing to forge partnerships with other agencies to open up The Studio to a wider audience and to maximise internal income to reduce their reliance on grant aid. The work that has already been done by The Studio to retract, as a solution to its problems, should make for a more sustainable organisation which will have a firmer foundation on which to expand.
- 10.13 Hartlepool Community Studio has applied to the Community Pool for £21,900 to cover the shortfall in their core costs for this financial year. The shortfall is made up of staffing costs including; the salary costs of the Manager, the Administrator, the Assistant Administrator and 2 Engineer/Trainer posts and other core costs; utility costs, telephone and postage, refuse collection, insurance and licensing costs.
- 10.14 The Studio has also made application to the Arts Council for the North East for a contribution to their shortfall in core costs. However, the timeframe for the consideration of this application is due, but the outcome cannot be anticipated.
- 10.15 Members are recommended to approve a grant of £10,950, which is a 50% contribution to the total shortfall. If a grant was approved, it would contribute towards the shortfall in staffing costs to ensure that the core operation of The Studio can be maintained to enable the group to overcome its difficulties and face the difficult challenges that lie ahead.
- 10.16 It should be acknowledged that this application and the application to the Arts Council is an attempt to secure the group's future. Members should be aware that without this funding, it is likely that The Studio will not survive. If this application to the Community Pool is unsuccessful, The Studio may have to reduce the hours worked by staff or, worse case scenario, make staff redundant. This will obviously have a detrimental affect on the work of The Studio and will mean that a unique facility could be lost to the town.



- 10.17 If The Studio's application to the Arts Council for the remainder of the shortfall is not successful, officers will assist the group to try to identify other grant opportunities.
- 10.18 **Grant aid of up to £10,950 is recommended as a contribution to the core costs of The Studio, including the salary costs of the Manager's post, the Administrator's post, the Assistant Administrator's post and 2 Engineer/Trainer posts.**

## 11. EPILEPSY OUTLOOK

- 11.1 Epilepsy Outlook has been established for 19 years with the aim of providing support, advice and information to people with epilepsy, their families and carers within a supportive and confidential environment. They also seek to raise the awareness of Epilepsy by providing Epilepsy Awareness sessions to other agencies/groups.
- 11.2 Epilepsy Outlook has one paid member of staff; the Volunteer Co-ordinator, who recruits, trains and supports the group's pool of 34 volunteers who carry out much of the day to day work of the group, including the provision of advice and information or support and delivery of Epilepsy Awareness sessions.
- 11.3 In the period April 2006 to September 2006, Epilepsy Outlook received 161 enquiries for advice information or ongoing support. The group has delivered 4 Epilepsy Awareness sessions to 43 Health/Social Care Workers. The Volunteer Co-ordinator is currently supporting 34 volunteers through the Volunteer Development Programme.
- 11.4 At the Grants Committee on 3rd March 2006, Members awarded Epilepsy Outlook a grant of £6,902 as a contribution towards the core costs of the group, representing a 40% contribution towards the salary costs of the Volunteer Co-ordinator's post.
- 11.5 Epilepsy Outlook has applied to the Community Pool for £9,855, which represents the shortfall that has been identified in their budget for core costs for this financial year. This represents a contribution of £5,255 towards the salary costs of the Volunteer Co-ordinator and £4,600 for running costs. The role of the Volunteer Co-ordinator is of paramount importance to the group. The work of Epilepsy Outlook is carried out by volunteers who rely on the Volunteer Co-ordinator to support them in their endeavours. The Volunteer Co-ordinator is also responsible for the day to day running of the group and fundraising to enable the group to carry on its work.
- 11.6 Epilepsy Outlook has been fortunate to be awarded a donation of £10,000 from the Charities Aid Foundation in recognition of the work they have carried out over the years. This has been set aside as a reserve to comply with the Charities Commission guidance that registered charities should set aside an appropriate reserve fund which can be justified by the charity.

- 11.7 Members are requested to approve a grant of £5,255, as a contribution towards the salary costs of the Volunteer Co-ordinator to ensure that this key post is funded to the end of the financial year. If Epilepsy Outlook is not successful in securing other grant funding or increasing other income streams, then the remainder of the shortfall for core costs will be taken from the group's reserves.
- 11.8 **Grant aid of up to £5,255 is recommended as a contribution towards the shortfall in the core costs of Epilepsy Outlook, including the salary costs of the Volunteer Co-ordinator.**

## 12. FINANCIAL IMPLICATIONS

- 12.1. The balance available for distribution today is £109,067. If Members approve the recommendations within paragraph 13, totalling £37,824, the balance of the Community Pool budget 2006/2007 will be £71,243.
- 12.2. At this point in the financial year, it may be prudent to suggest that the balance of the budget be accrued into the 2007/2008 Community Pool budget in order to minimise what will be an inevitable pressure on next year's budget as a result of the reductions in other funding streams.

## 13. RECOMMENDATIONS

1. Members are recommended to approve the following awards:-
 

(i) Hartlepool Voluntary Development Agency	£14,243
(ii) Hartlepool People	£7,376
(iii) Hartlepool Community Studio	£10,950
(iv) Epilepsy Outlook	£5,255
2. Members are recommended to refuse grant support to Headland Development Trust.
3. Members are requested to approve the accrual of the balance of the 2006/2007 Community Pool, £71,243, into the 2007/2008 financial year subject, to any further demands on the Community Pool.

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

### Background Papers

Applications to the Community Pool 2006/2007

## **APPLICATION TO THE COMMUNITY POOL 2006/2007**

**ORGANISATION:** Hartlepool Voluntary Development Agency

**CATEGORY ii:** Community Development/Capacity Building Initiatives

### **SUMMARY OF ORGANISATIONAL AIMS AND OBJECTIVES:**

- Recruiting, placing and supporting volunteers
- Building links between voluntary and community organisations and developing partnerships with other agencies
- Supporting and developing voluntary and community organisations
- Promoting the role and the value of the Hartlepool voluntary sector

**Hartlepool Voluntary Development Agency facilitates services that reflect the following themes of the Council's Community Strategy:**

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

Grant aid is requested to make up a shortfall in the organisations core costs for the 2006/2007 financial year and will be used as a contribution towards the salary costs of the Managers post, the Finance Officers post and the Resource and Regeneration Officers post. Hartlepool Voluntary Development Agency have been actively trying to secure funding to make up their shortfall in core funding and have been successful in securing funding for core costs from Sir James Knott Trust, Hadrian Trust and Northern Rock Foundation.

### **ADDITIONAL PROPOSED OUTPUTS AND/OR BENEFITS ACHIEVED WITH GRANT AID FROM COMMUNITY POOL IN 2006/2007:**

- Provision of customised and concentrated support for a range of voluntary groups, new and established, as needs are identified.
- Co-ordination of themed meetings and events to bring together like minded groups to raise the profile of the voluntary sector and to encourage joined up working in relation to issues that affect the sector as a whole.
- Provision of advice information and support to inform the Councils work into the effects of the withdrawal of European Structural funds on voluntary and community sector groups in Hartlepool.

**GRANT APPROVED BY GRANTS COMMITTEE MARCH 2006: £28,403**

**GRANT AID RECOMMENDED NOVEMBER 2006 up to £14,243**

## **APPLICATION TO THE COMMUNITY POOL 2006/2007**

**ORGANISATION:** Headland Development Trust

**CATEGORY ii:** Community Development/Capacity Building Initiatives

### **SUMMARY OF ORGANISATIONAL AIMS AND OBJECTIVES:**

The promotion for the public benefit of urban or rural regeneration in areas of social and economic deprivation by all or any of the following means: the relief of poverty, the relief of unemployment, the advancement of education, training or retraining among local residents and providing those residents with work experience. By promoting capacity building in the area to further the advancement of regeneration.

**Headland Development Trust facilitates services that reflect the following themes of the Council's Community Strategy:**

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

Grant aid is requested to contribute towards the costs of providing an information advice and guidance service including the salary costs of a part time worker and of providing information which would be disseminated in a variety of different ways audio, leaflet. Grant aid has also been requested to contribute towards the costs of employing a consultant to support Headland Development Trust in preparation for the Matrix Quality Assurance assessment.

### **ADDITIONAL PROPOSED OUTPUTS AND/OR BENEFITS ACHIEVED WITH GRANT AID FROM COMMUNITY POOL IN 2006/2007:**

- To provide a comprehensive information, guidance and advice service, directly working with 500+ people and groups.
- To link with local community/voluntary groups and organisations, businesses, service providers and the relevant statutory bodies to ensure that an up to date and informed signposting service is provided.
- To disseminate information in over three different mediums across St Hilda's ward.
- To act when needed as a communication medium between residents and various organisations and service providers.

**GRANT APPROVED BY GRANTS COMMITTEE MARCH 2006: £7,339**

**GRANT AID RECOMMENDED NOVEMBER 2006 £0**

## **APPLICATION TO THE COMMUNITY POOL 2006/2007**

**ORGANISATION:** Hartlepool People

**CATEGORY ii:** Community Development/Capacity Building Initiatives

**SUMMARY OF ORGANISATIONAL AIMS AND OBJECTIVES:**

To develop personal skills, self confidence and quality of life. Thereby improving realistic expectations of life skills and employment in Hartlepool. This is achieved through a varied and regular programme of skills, educational and recreational classes and a wide variety of volunteer and training opportunities and signposting to other appropriate organisations.

**Hartlepool People facilitates services that reflect the following themes of the Council's Community Strategy:**

- Jobs and the economy
- Life Long Learning and Skills
- Strengthening Communities
- Health Care

Grant aid is requested to make up a shortfall in the organisations core costs for the 2006/2007 financial year and will be used as a contribution towards the salary costs of the Manager's post other core running costs. Hartlepool People have been actively trying to secure funding to make up their shortfall in core funding. They have made application to a number of trusts and have so far been awarded a grant of £3,000 from The Hospital of St John of God at Greatham.

**ADDITIONAL PROPOSED OUTPUTS AND/OR BENEFITS ACHIEVED WITH GRANT AID FROM COMMUNITY POOL IN 2006/2007:**

- Provide an opportunity for disadvantaged communities to learn a new skill, gain accreditation or become a volunteer or a member of the many groups that meet at the centre.
- Supporting new groups whilst they establish themselves offering free room hire and support with administration and providing sign posting services so they can access the services of other agencies.
- Provision of a venue in the centre of the town and facilities for other agencies to host consultation events, seminars, conferences etc
- Provision of activities to engage with hard to reach groups, older persons, drug users and young people.
- Provision of internet facilities for the benefit of all users of the centre.

**GRANT AID RECOMMENDED NOVEMBER 2006**

**up to £7,376**

## **APPLICATION TO THE COMMUNITY POOL 2006/2007**

**ORGANISATION:** Hartlepool Community Studio

**CATEGORY iv:** Other Organisations/Groups

### **SUMMARY OF ORGANISATIONAL AIMS AND OBJECTIVES:**

To promote, maintain and advance the education of the public in the appreciation and practice of participatory arts and associated disciplines. To advance the education of unemployed persons resident in Hartlepool through the provision of such training facilities as will enable those persons to acquire and develop vocational skills.

**Hartlepool Community Studio facilitates services that reflect the following themes of the Council's Community Strategy:**

- Jobs and the economy
- Life Long Learning and skills
- Strengthening Communities
- Community Safety
- Culture and Leisure

Grant aid is requested to make up a shortfall in the organisations core costs for the 2006/2007 financial year and will be used as a contribution towards the salary costs of a Managers post an Administrators post an Assistant Administrators post and 2 engineer/trainer posts. Hartlepool Community Studio has also made application to the Arts Council North East for a contribution towards their shortfall for this financial year.

### **ADDITIONAL PROPOSED OUTPUTS AND/OR BENEFITS ACHIEVED WITH GRANT AID FROM COMMUNITY POOL IN 2006/2007:**

- Provision of a facility where people of all ages can learn and develop skills and an opportunity to meet like minded people.
- To enable disadvantaged people especially those who are unwaged to participate in the arts and to go on to training where appropriate.
- The Studio will provide volunteering opportunities and promote volunteering in order to maximise resources.
- The Studio will increase its membership to 7,000 members.

**GRANT APPROVED BY GRANTS COMMITTEE MARCH 2006: £11,868**

**GRANT AID RECOMMENDED NOVEMBER 2006 up to £10,950**

## **APPLICATION TO THE COMMUNITY POOL 2006/2007**

**ORGANISATION:** Epilepsy Outlook

**CATEGORY iv:** Other Organisations/Groups

### **SUMMARY OF ORGANISATIONAL AIMS AND OBJECTIVES:**

To provide support, advice and information to people with Epilepsy, their carers and families within a supportive and confidential environment. To raise awareness of Epilepsy.

**Epilepsy Outlook facilitates services that reflect the following themes of the Council's Community Strategy:**

- Jobs and the economy
- Strengthening Communities
- Health Care

Grant aid is requested to make up a shortfall in the organisations core costs for the 2006/2007 financial year and will be used as a contribution towards the salary costs of the Volunteer Co-ordinator's post. Epilepsy Outlook has been actively trying to secure funding to make up their shortfall in core funding but have found it increasingly difficult. They have been successful in securing funding for capital works for the provision of a down stairs advice suite and equipment including ICT equipment, telephone system and improvements to security.

### **ADDITIONAL PROPOSED OUTPUTS AND/OR BENEFITS ACHIEVED WITH GRANT AID FROM COMMUNITY POOL IN 2006/2007:**

- Continuing support to 34 volunteers who are engaged in the volunteer development programme.
- To provide advice and information and support to people with epilepsy, their families and carers.
- To deliver Epilepsy Awareness training as and when requested.
- To raise the awareness of Epilepsy.

**GRANT APPROVED BY GRANTS COMMITTEE MARCH 2006: £6,902**

**GRANT AID RECOMMENDED NOVEMBER 2006 up to £5,255**

## GRANTS COMMITTEE

22nd November 2006



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

**Subject:** COMMUNITY SAFETY CAPITAL GRANTS  
ALLOCATIONS

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### SUMMARY

#### 1. PURPOSE OF REPORT

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

#### 2. SUMMARY OF CONTENTS

Proposed awards for the Community Safety Capital fund are as follows:

<u>Project</u>	<u>Recommended</u>
Burbank Reclaim your back lane project	£7,000
Stranton Garth Gardens regeneration	£20,000
Church Street Environmental Improvements	£15,000

This leaves £93,679

#### 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 22<sup>nd</sup> November 2006



**6. DECISION(S) REQUIRED**

Members of the Grants Committee are requested:

To approve grant awards to three projects totalling £42,000.

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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 approval for recommended grant awards.

**2.       BACKGROUND**

- 2.1       The Council has decided that its capital budget for 2006/07 would include an allocation £150,000 to implement community safety projects which are associated with and contribute to Safer Hartlepool Partnership's strategy covering crime, disorder and drugs. Following an overspend of £14,321 in 2005/06, this has been reduced by £14,321 to £135,679.
- 2.2       The Safer Hartlepool strategy comprises seven primary objectives based on:
- Drugs treatment
  - Acquisitive crime (covering burglary, theft and vehicle crime)
  - Domestic Violence
  - Violence in the Town Centre associated with alcohol
  - Anti Social Behaviour
  - Reassurance (fear of crime)
  - Prevention of offending
- 2.3       The Community Services and Safety Board at its meeting in August 2000, approved criteria against which to judge project proposals as follows:
1.   Clearly identify the link to Action Plans for each 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
- 2.4       Matched funding of between 20% and 50% is generally requested. All projects are considered first by the Community Safety Officer Group – which comprises senior officer representatives from all Council Departments.

### **3. FINANCIAL IMPLICATIONS**

- 3.1 The Community Safety Capital Fund in total for 2006/2007 is £135,679

### **4. APPLICATIONS**

#### **4.1 Burbank 'Reclaim your back lane' project**

- 4.1.1 Burbank Estate was the chosen area for the Cleveland Police Priority Area (PPA) in 2004/05. The programme was successful in bringing together agencies and residents to improve the quality of life of residents. The Council, together with the Police and Housing Hartlepool, designed out crime on the estate through the closure of walkways and the removal of old, large overgrown shrub beds. Crime and disorder in the area has reduced.
- 4.1.2 The links and the coordinated approach initiated through the PPA have been sustained and residents are working on a 'reclaim your back lane' scheme for Burbank Street. Residents have painted the rear walls and sought funding to paint street games in the street and install hanging baskets.
- 4.1.3 The back lane is fortunate to be adjacent to a grassed area for children to play on. However, the street backs onto Longhill Industrial Estate, which is used by business vehicles including HGV's and is unsafe for children.
- 4.1.4 Residents wish to fence the open space in to the backstreet to further enhance the area by providing a safe environment for children to play as well as protecting their homes from rear entry break-ins.
- 4.1.5 The Community Safety Section 17 Officer Group considered this scheme at its meeting 11 September 2006 and recommended the funding be approved subject to certain conditions. The group wanted clarification that appropriate consultation with residents and relevant Council departments had taken place.
- 4.1.6 Also, the group wanted assurance that the proposed project will go through the correct planning procedure and it would not be affected by the new alley-gating policy framework. The Crime and Disorder Coordinator has subsequently been informed that the said consultation has indeed taken place.

#### **Financial Implications**

- 4.1.7 Contributions from Neighbourhood Services Department and the Neighbourhood Renewal Fund to the sum of £11,000 have been made toward the project. The total cost of the project is £18,000. A sum of £7,000 is being requested from the Community Safety Capital Fund. The Council has agreed to fund the long-term maintenance of the fencing alleygate and open space

### **Recommendation**

- 4.1.8 Members are asked to approve a grant of £7,000 to the project

#### **4.2 Stranton Garth Gardens regeneration**

- 4.2.1 Crime and Disorder levels in the Stranton Ward continue to be the highest in the town. New Deal for Communities, through various initiatives, has contributed somewhat to reducing domestic burglaries through target hardening, alley gates and CCTV. Fear of crime is improving due to the coordinated patrols by the police, PCSO's and Community Wardens.
- 4.2.2 The NDC commercial premises pot is funding the regeneration of business premises in Stranton Garth and carrying out extensive environmental improvements to the highway, footpath and gardens.
- 4.2.3 Designs for the scheme are available and consultation with residents is underway. It is proposed the gardens are redesigned. However, there is insufficient funding to ensure the improvements address Section 17 of the Crime and Disorder Act 1998. There is only one ingress/egress in the garden and the Crime Prevention Officer recommends two. The desired outcome of the regeneration work is an increase in use by local people and thus a reduction in anti social behaviour. The area, by its very overgrown and unused appearance has become an anti social behaviour hotspot. Best practice would indicate that by redesigning the area and improving environmental aspects, a reduction in crime, vandalism and anti social behaviour can be achieved.
- 4.2.4 A consultation exercise was carried out in August 2006 with residents and businesses in the area. Over 90% of those questioned preferred the design option with an extra exit opposite the parade of shops. The scheme will be carried out in two phases:
1. Stranton Gardens/improvements
  2. Highway remodelling improvements
- 4.2.5 The Community Safety Section 17 Officer Group considered this scheme at its meeting 11 September 2006 and recommended the funding be approved subject to certain conditions. That consultation with residents has taken place and that the extra work is necessary to comply with the recommendations of the Crime Prevention Officer. Consultation has taken place and the outcome was positive. The extra work being carried out is to comply with the recommendations of the Crime Prevention Officer

### **Financial Implications**

- 4.2.6 The total cost of the scheme is £102,000. Contributions of £72,000 have already been secured from New Deal for Communities Environmental Improvements/Neighbourhood Management and a further £10,000 from New Deal for Communities Neighbourhood Management.

### **Recommendation**

- 4.2.7 Members are asked to approve a grant of £20,000 to the project.

### **4.3 Church Street Environmental Improvements**

- 4.3.1 The Church Street Environmental Improvements Group was set up to carry out some of the actions of the Violence in the Town Centre Task Group. The Group has been allocated £45,000 from the Safer Stronger Communities Fund to carry out work that will help to alleviate some of the problems caused by the nighttime economy users in Church Street. £10,000 of the £45,000 is to be used to implement a CCTV in taxis scheme. This leaves £35,000. Some of this money is needed to implement other measures such as extra bin provision and any further environmental measures.
- 4.3.2 The four concrete planters, which are situated on one side of the street, have been identified as a contributory factor in the problems relating to congestion, personal safety and litter that have been highlighted in Church Street. The planters are used as seats by drinkers and have consequently been identified as a key factor in the footpaths being obstructed by drinkers, thus causing an overspill of pedestrians onto the road and also increasing the potential for disorder. The planters are also used as a dumping place for bottles, glasses and take-away debris.
- 4.3.3 Evidence Led Solutions highlighted these issues in a report in 2005, which was commissioned by the Safer Hartlepool Partnership. The report recommended that the removal of the planters would alleviate some of the problems mentioned above.  
The Church Street Environmental Improvements Group agreed with the report and in June 2006, residents and business were consulted regarding the removal of the planters. No objections were received.

### **Financial implications**

- 4.3.4 The cost of the work will be £45,000. This will take up all of the funds allocated for Church Street and other issues would not be addressed. £30,000 of the Church Street funding would be used as matched funding. A sum of £15,000 is being requested from the Community Safety Capital Fund for the scheme.

**Recommendation**

4.3.5 Members are asked to approve a grant of £15,000 to the scheme.

**5. RECOMMENDATIONS**

5.1 Approve grant awards totalling £ 42,000

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**BACKGROUND PAPERS**

Bids to S17 Officer Group  
Violence in Town Centre Action Plan