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Date of meeting Tuesday, 6th September, 2011
Time 7.00 pm
Venue Committee Room 2. Civic Offices, Merrial Street,
Newcastle-under-Lyme, Staffs ST5 2AG
Contact Peter Whalan

Grants Assessment Panel

AGENDA

PART 1- OPEN AGENDA

- 1 MINUTES OF PREVIOUS MEETING** (Pages 1 - 2)
To agree as a correct record, the minutes of the meeting held on 14 June, 2011
- 2 DECLARATIONS OF INTEREST**
To receive declarations of interest from Members on items included in this agenda
- 3 SMALL GRANTS** (Pages 3 - 22)
To consider applications submitted to the Small Grants Scheme for the final quarter
- 4 COMMUNITY CHEST** (Pages 23 - 24)
To inform Members of Community Chest applications which have been received.
- 5 APPLICATIONS FOR CULTURAL GRANTS** (Pages 25 - 30)
To consider applications which have been received for Cultural Grants
- 6 URGENT BUSINESS**
To consider any business which is urgent within the meaning of Section 100B (4) of the Local Government Act 1972

Members: Councillors D Cornes (Chairman), Burnett, Eagles, Fear, Heames, Holland, H Johnson and J Walklate

'Members of the Council: If you identify any personal training / development requirements from the items included in this agenda or through issues raised during the meeting, please bring them to the attention of the Committee Clerk at the close of the meeting'

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*Printed for information

GRANTS ASSESSMENT PANEL

14 June 2011

Present:- Councillor Mrs Cornes in the Chair

Councillors Eagles, Fear, Mrs Heames, Mrs Johnson and Miss Walklate

An apology for absence was received for Councillor Mrs Burnett

1. * **DECLARATIONS OF INTEREST**

There were none.

2. * **MINUTES OF LAST MEETING**

Resolved:- That the minutes of the meeting of the Panel held on 28 February 2011 be approved as a correct record subject to the following amendment:-

Substitution of resolution 1 (b) with the following:-

(b) That the proposal to display art work created by schools with Creative Arts North Staffs in Lancaster Building from 1 April 2011 be noted.

3. * **SMALL GRANTS**

The Panel considered six small grant applications.

Resolved:- (a) That the following grants be awarded:-

	<u>£</u>
The Lyme Trust 'Peter Evans Garden Project'	1300
Ashley and Loggerheads Community First Responders	1500
Savana (former Rape Crisis North Staffs)	1000
Victim Support	1000

(b) That the grant awarded to the Lyme Trust be for the purchase of greenhouses and bases and that the applicant be recommended to apply for a Green Grant and advised of other possible grant sources.

(c) That consideration of the application submitted by St Andrew's Church, Westlands be deferred to the next meeting to enable the applicants to provide a breakdown of the costs for the above works.

(d) That no grant be awarded in respect of the application made by Little Buds Day Care Nursery on the grounds that it is not eligible and that there are no special circumstances to warrant a grant being awarded.

(e) That in future, applicants be made aware that unless special circumstances can be demonstrated grants will only be considered over

two consecutive years after which no further grant application will be considered until a period of 12 months has expired since the award of the last grant.

(f) That a report updating the Committee on the review of the Council's grants system be submitted to the next meeting for consideration.

4. * CULTURAL GRANTS

The Panel considered six cultural grant applications.

Resolved:- (a) That the following grants be awarded:-

	<u>£</u>
Body Image Dance	1200
25th Knutton Scouts	150
Midsummer Mayhem (Lyme Valley)	1500
New Vic Borderlines	1190

(b) That in respect of the application made by Body Image Dance, the applicants be asked to clarify the viability of Stage 2 of the proposed scheme if the required level of funding is not secured.

(c) That further in respect of the application made by Body Image Dance, the applicant be asked to place copies of the proposed DVD in local schools.

(d) That no grant be awarded in respect of the application made by Keele University.

(e) That the officers seek further information in respect of the application made by Jude Theatre (Young Ones Dance Group) upon receipt of which the Chairman be authorised to decide whether a grant should be awarded and at what level up to a maximum of £1500. The applicants should also be advised to investigate whether the required media equipment can be hired or borrowed.

5. * COMMUNITY CHEST

Consideration was given to a report advising Members of:-

- (i) Community Chest applications processed during the period April 2010 to March 2011; and
- (ii) Community Chest applications processed for the period April 2011 to the time on preparing the report.

Resolved:- That the information be received.

**MRS D CORNES
Chair**

NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

EXECUTIVE MANAGEMENT TEAM'S REPORT TO THE GRANTS ASSESSMENT PANEL COMMITTEE

Tuesday 6th September 2011

SMALL GRANTS.

Submitted by: Robin Wiles, Community Regeneration Officer.

Portfolio: Resources & Efficiency.

Ward(s) affected: The applications for consideration potentially affect all Wards.

Purpose of the Report

To consider applications submitted to the Small Grants scheme for the final quarter.

Recommendations

Panel consider the applications submitted with a view to determining whether a grant should be awarded, and if so, at what level.

Reasons

Grants Assessment Panel's remit is to determine which of the grant applications meet the Council's Corporate Priorities and merit an award.

1. Background

- 1.1 The Small Grants budget for 2011/12 is £22,000.00.
- 1.2 Voluntary & Community groups can apply for a grant of up to £5,000.00.
- 1.3 The average grant awarded in 2010/11 was £1,997.86
- 1.4 The maximum grant awarded in 2010/11 was £3,000.00.
- 1.5 At the Panel meeting held on 14th June 2011, a total of £4,800.00 grants were awarded, leaving a current balance of £17,200.00.

2. Issues

2.1 - SG 1112 04, St. Andrew's Church, Westlands, "St. Andrew's Church Hall Toilet Upgrade".

- St. Andrew's Church is a CofE Church in the Westlands.
- The Parochial Church Council is applying for £5,000.00 towards the £16,332.00 they are seeking to raise to upgrade the toilets in the Church Hall to provide disabled facilities. The

Church Hall is used for a number of community activities. They state that a minimum of grant of £3,500.00 would be acceptable.

- They have raised £2,000.00 to date from other sources for this project.
- This is the first application they have submitted to this scheme.
- This application was considered by the Panel at the meeting held of Tuesday 14th June 2011, with the decision deferred with further information needed, including a further breakdown of costs. A site visit was undertaken, a report of which (including a breakdown of costs) is attached at Appendix A.

2.2 - SG 1112 07, Samaritans of Stoke & Newcastle-under-Lyme, "Core Funding".

- Samaritans is a Registered Charity that provides support for people experiencing emotional distress and at risk of committing suicide.
- They are applying for £2,500.00 towards their core running costs of c£29,000.00.
- They have applied for a grant from Stoke-on-Trent City Council, with, at the time of their application, a decision pending.
- They received a Small Grant of £2,500.00 in 2010/11, and no grant in 2009/10.

2.3 - SG 1112 08, Stoke-on-Trent, Newcastle & District Talking Newspaper for the Blind, "Running Costs"

- Stoke-on-Trent, Newcastle & District Talking Newspaper for the Blind is a Registered Charity that records, on cassette tape, a sample of news items from The Sentinel, for blind and visually impaired people. Tapes are provided on a fortnightly basis.
- They are applying for £716.00 towards their running costs of £1,166.00 for the year. The bulk of their costs are from hiring the room where recording takes place and insurance.
- They have secured a grant of £450.00 from Stoke-on-Trent City Council's Small Grants scheme.
- They received a Small Grant of £1,013.00 for their running costs in 2009/10.

2.4 - SG 1112 09, North Staffs Special Adventure Playground, "Acquisition of lease for new outdoor play area".

- North Staffordshire Special Adventure Playground (NSSAP) is a Registered Charity that provides recreational & educational activities and support, at a purpose-built playground in Newcastle, for children & young people with disabilities, physical and learning, and their families/carers.
- They are negotiating a lease with the Council for a plot of land adjacent to their current premises, which would enable them to extend their facilities.
- They are seeking £850.00 to cover the legal fees to complete the lease agreement.
- They have not received a grant under this scheme in the last 5 years, but have received some funds through commissioning.
- NSSAP submitted an application for the same purpose in 2010/11 that was considered by the Panel at its meeting held on 28th February 2011. The decision of the Panel at that

meeting was that the matter would be more applicable for a remission of charges for consideration by the Council's Property section, but that if this was not possible, NSSAP could re-submit an application during 2011/12. It has subsequently proved to be the case that a remission of charges is not possible, hence this application.

2.5 – SG 1112 10, North Staffs Special Adventure Playground, “The Junior Club”.

- North Staffordshire Special Adventure Playground (NSSAP) is a Registered Charity that provides recreational & educational activities and support, at a purpose-built playground in Newcastle, for children & young people with disabilities, physical and learning, and their families/carers.
- They are seeking £5,000.00 towards the £13,667.31 cost of running their Junior Club for children aged 6 – 9 years old with disabilities. They state that, if the full amount applied for is not possible, “any contribution is acceptable”.
- They have received funding from the Four Acre Trust for the last 3 years that expires at the end of September 2011; the Four Acre Trust has indicated a willingness to continue funding, but with a condition that some financial support is provided by the host Local Authority.
- They have not received a grant under this scheme in the last 5 years, but have received funds through commissioning.

2.6 - Repeat grant applications.

- Concern has been expressed about applicants who submit repeat applications every year, and that it may be inappropriate for the Council to consider such applications.
- It is therefore proposed that, with effect from 2012/13, applicants who receive a grant in two consecutive years will be required to take a break for the following year, and will be unable to apply for the same purpose for the third year running.

2.7 - Grants Review.

- As Members may be aware, a Review of Grants that the Council provides from its own funding is being undertaken on behalf of the Active & Cohesive Communities Overview & Scrutiny Committee.
- An initial report has been produced (attached at Appendix B), with preliminary recommendations.
- Active & Cohesive Communities Overview & Scrutiny Committee considered the Report at its meeting held on Monday 22nd August 2011 – please see Report for the Committee's decisions.
- The Report will be considered by the Cabinet at its meeting of Wednesday 7th September 2011.

3. **Options Considered** (if any)

3.1 For each application, GAP can award:-

- Full grant.

- Partial Grant.
- No Grant.
- Defer decision to next Panel meeting with further information required.

Proposal.

- 4.1 The applications received are from eligible organisations, and contribute towards meeting the Council's Corporate Priorities and the priorities of the Sustainable Community Strategy.
- 4.2 The applications in total come to £9,066.00, with a current balance in the budget of £17,200.00.
- 4.3 Members consider each application on its merits, taking into account other possible funding options that applicant may be able to apply to.
- 4.4 With effect from 1st April 2012, applicants will be unable to receive a grant for more than two years in succession for the same purpose.
- 4.5 Members note the preliminary recommendations of the Grants Review Report, and the decisions of Active & Cohesive Communities Overview & Scrutiny Committee.

5. **Reasons for Preferred Solution**

- 5.1 There may be other sources of funding to which applicants can be directed should they be awarded no grant, or a partial grant.

6. **Outcomes Linked to Sustainable Community Strategy and Corporate Priorities**

- 6.1 All the applications for consideration meet both Corporate Priorities and those of the Sustainable Community Strategy – please see the applications for further details.

7. **Legal and Statutory Implications**

- 7.1 Not applicable.

8. **Equality Impact Assessment**

- 8.1 All applications, if awarded, would be expected to have a positive impact on the communities that they benefit.

9. **Financial and Resource Implications**

- 9.1 The annual budget for the Small Grants scheme is £22,000.00.
- 9.2 Grants awarded to date leave £17,200.00 in the budget.
- 9.3 Applications submitted for this GAP meeting total £9,066.00. If all applications were approved that would leave £8,134.00 in the budget.

10. **Major Risks**

- 10.1 Not Applicable.
11. **Key Decision Information**
- 11.1 The applications for consideration potentially affect all Wards.
12. **Earlier Cabinet/Committee Resolutions**
- 12.1 Not Applicable.
13. **Recommendations**
- 13.1 Members consider each application on its merits, taking into account other possible funding options that applicants may be able to access.
- 13.2 Members approve the proposal that, with effect from 1st April 2012, applicants will be unable to receive a grant for more than two years in succession for the same purpose.
- 13.3 Members note the preliminary recommendations of the Grants Review Report and the decisions of Active & Cohesive Communities Overview & Scrutiny Committee.
14. **List of Appendices**
- 14.1 APPENDIX A. SG 1112 04 St. Andrew's Church, Report from Site Visit 12.7.11.
- 14.2 APPENDIX B. Grants Review Report.
15. **Background Papers**
- 15.1 Copies of applications shall be e-mailed to Panel members in advance of the meeting **If any Panel member would like hard copies in advance of the meeting, please contact Robin Wiles on 742493 or robin.wiles@newcastle-staffspartnership.org.uk before Friday 2nd September 2011.**

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SG 1112 04.

Site visit to St. Andrew's Church, Westlands, and meeting with Alan Swanborough (Churchwarden) & Bob Baker (PCC), Tuesday 12th July 2012.

1) Background.

- 1.1 At. Andrew's PCC submitted an application for a Small Grant (ref. SG 1112 04) for £5,000.00 (although smaller grant acceptable) towards refurbishment of the toilet facilities in the Church Hall.
- 1.2 The application was presented to the Council's Grants Assessment Panel (GAP) at its meeting on Tuesday 14th June. The GAP deferred a decision to the GAP meeting on Tuesday 14th September asking for further information. The site visit/meeting was intended to gather that further information.

2) Church Hall.

- 2.1 The Church Hall, erected in 1937, was the original church building, but when the Church was built, it was retained as the Church Hall, and is separate from St. Andrew's Church, but on the same site.
- 2.2 The Church Hall is widely used by a range of community groups in the area, both regular bookings, and one-off, as well as being available to hire for social events, parties etc. There is a large kitchen that has recently been refurbished, and storage facilities. Ramped access is provided to the front entrance of the Hall and the rear emergency escape route. The PCC is in the process of providing a concrete paved footway along the side of the Hall to replace the uneven and perished tarmac surfacing.

3) Toilet Upgrade Project.

- 3.1 There are 2 components to the project:-
 - Disabled Toilet.
 - Upgrade to existing toilets.
- 3.2 Sufficient funding has been secured for the disabled toilet, and work on this has been completed, to the satisfaction of Building Control.
- 3.3 The existing toilets consist of separate Gents & Ladies toilets, with Changing facilities provided in the Ladies.
- 3.4 It is intended that a fold-down changing facility be provided in the disabled toilet, thereby being accessible to both genders.
- 3.5 The existing toilets are located in a small toilet block built adjoining the hall in the early 1960s and has remained the same, bar redecoration, since then. It is fair to describe them as "shabby" and in need of replacement. It is fair to say that replacement toilets would make the Church Hall a more attractive proposition for community use/hire.

SG 1112 04.

4) Costs/funding needs.

4.1 The total cost of the project is £16,332.00.

4.2 The disabled toilets that have been done cost £3,922.68 leaving
£12,409.32 needed.

4.3 £660.00 is provided as a gift in kind through the volunteer work of Church
members leaving £11,749.32 needed.

4.4 The PCC have agreed to match fund, £ for £, all grant funding received.
Therefore, the funding required is £5,874.66.

4.5 Other funding bids have been/are being submitted.

RNW/12th July 2011.

REVIEW OF GRANT FUNDING FROM NEWCASTLE-UNDER-LYME BOROUGH COUNCIL, 2011/12 – PRELIMINARY REPORT.

1) Introduction.

1.1 A review of grants, in the context of Third Sector Commissioning, was requested by the Council's Active & Cohesive Overview & Scrutiny Committee (the Committee) and by the previous Portfolio Holder for Resources.

1.2 The Review will make recommendations in respect of the processes of administering grants to achieve greater efficiency, better use of limited resources, and clear lines of accountability, with a view to any changes being implemented for 2012/13. The Review will not look at the budgets for grants.

2) Grants covered by Review.

2.1 The Review will only look at grants that are funded from the Council's own budgets for voluntary and community organisations (VCOs).

2.2 The Grants that will be covered in the Review are:-

- Community Centres.
- Community Chest.
- Cultural Grants.
- Green Grants.
- Homelessness Grants.
- Small Grants.
- Theatres, public entertainment and arts grant.

2.3 Sports Council grants to VCOs¹ will also be taken into consideration, but with the Sports Council being an external body – albeit one that is largely funded and administered by the Council – they are under no obligation to abide by recommendation approved by the Council.

2.4 The Grants that are not covered by the Review are:-

- Grants to individuals or properties, e.g. home improvement grants
- Grants to businesses.
- Grants that the Council administers from external funding.

3) Context of the review.

3.1 A broadly positive partnership operates between the Council and the Voluntary & Community Sector (VCS) in the Borough as a result of (amongst others):-

- The development of the Third Sector Commissioning Framework in partnership with the VCS – recognised nationally (as was Tamworth Borough Council) for good practice.
- Commitment by the Council to the local Compact.
- Joint working through Newcastle Partnership.

¹ Approximately 25% of Sports Council grants for 2010/11 went to VCOs.

REVIEW OF GRANT FUNDING FROM NEWCASTLE-UNDER-LYME BOROUGH COUNCIL, 2011/12 – PRELIMINARY REPORT.

This, however, has not permeated through to all elements of both the Council nor of the VCS.

3.2 The Government's "Big Society" idea promotes heavily the role of the VCS in delivering services and providing an active civic society.

3.3 However, government cuts in public spending puts pressure on Local Authority and other public sector budgets for the commissioning of services from, and the provision of grant funding for, the VCS.

3.4 The Best Value Statutory Guidance document recently out for consultation (13th April 2011 to 14th June 2011) from the Department of Communities & Local Government made it very clear that Government did not expect Local Authorities to make disproportionate cuts in their budgets for the funding of the VCS.² The Government has also affirmed its commitment to the principles of the Compact.

3.5 The Council would hope to be in a position to ensure that reductions in the Council's funding from central government do not have a disproportionate affect the Council's funding of, and support for, VCOs working in the Borough.

3.6 The Council received a significant increase in the number of Freedom of Information requests about grants issued during 2010/11.

4) Key issues with current grants processes.

4.1 There are different processes by which the various grants are administered and approved (of the 7 grant schemes listed in 2.2, there are 5 different decision-making processes) – this can be confusing to communities, applicants, partners, and to Council officers and members.

4.2 With a variety of decision-making processes for the various grant schemes, accountability (for the use of public money) may be less clear than would be desirable.

4.3 Monitoring of grants is inconsistent, and (over-)dependant on the willingness of recipients to return monitoring forms. Penalties for non-return of monitoring forms are generally limited to barring future applications.

4.4 There are different officers who lead on the various grants, with no single point of contact or co-ordination. Some co-ordination does take place in practice, but on an informal basis.

4.5 The maximum levels of grants that can be awarded are not necessarily consistent with the level (£5,000) at which commissioning comes into play. Two examples illustrate this:-

² See <http://www.communities.gov.uk/publications/localgovernment/bestvalueconsult>

REVIEW OF GRANT FUNDING FROM NEWCASTLE-UNDER-LYME BOROUGH COUNCIL, 2011/12 – PRELIMINARY REPORT.

- i. Commissioning currently applies for funding of £7,500 and above – Small Grants and Homelessness Grants have a maximum grant of £5,000, whilst Cultural Grants have a maximum level of £1,500.
- ii. Commissioning currently applies for funding of £7,500 and above, yet the Theatres, public entertainment and arts grant of £97,620 does not go through the Commissioning process.

4.6 Information and advice on Council grant schemes can be inconsistent and will vary considerably depending on whom an enquirer contacts and/or on where they look on the Council website.

4.7 For those grant schemes that have a specialist focus, it is beneficial to have officers with the necessary specialist knowledge & experience to manage those schemes. It is, therefore, intended to retain the current system, but with a reinforced co-ordinating role (see 5.2).

5) Actions/improvements that will be, or can be, implemented without further approval needed.

5.1 There are a number of improvements to procedures and information that can be implemented without needing approval, including:-

- Standard basic grants information to be produced in a range of formats – this has already been produced.
- Grants information on the Council website to be improved and located on a “Grants and funding” page. Forms for all grants to downloadable with download notifications for all.
- Facility for applications to be made online to be set up.
- A general enquiry e-mail address to be set up, e.g. grantsinformation@newcastle-staffspartnership.org.uk
- A standard template grants application form to be produced, with additional sections for specific grants.

5.2 The post of Partnership Officer (Community Development) within the restructured Business Improvement & Partnerships Service (as from September 2011) includes within its main roles a co-ordinating function in respect of grant funding.

5.3 The Contracts Register, that includes information about Third Sector commissioned services, has been amended to include Grants. This means that basic information about grants that have been issued will be available in one place.

REVIEW OF GRANT FUNDING FROM NEWCASTLE-UNDER-LYME BOROUGH COUNCIL, 2011/12 – PRELIMINARY REPORT.

6) Outsourcing the management of grants.

6.1 The Council received an approach from the Staffordshire Community Foundation (SCF)³ in February 2011 seeking to offer their services to manage the Council's grant schemes⁴. This approach was unsolicited.

6.2 An initial reply informed SCF that their approach would be considered as part of the Grants Review.

6.3 In considering the approach from SCF, consideration needs to be given to:-

- Costs of outsourcing.
- Potential loss of control.
- Accountability for grants decisions, and the current role of the Grants Assessment Panel, and the potential dilution of this.

6.4 At the present time, no Local Authority in Staffordshire (including Stoke-on-Trent) has outsourced the management of their grants.

6.5 Any decision in respect of the approach from SCF should also apply in principle to any future approach from other organisations.

7) Specific grants – Community Centres.

7.1 A core grant of £400.00 is given to 15 Community Centres across the Borough – this covers the Community Centres that were previously managed directly by the Council.

7.2 The scheme has a budget of £4,200.00 for 2011/12.

8) Specific grants – Community Chest.

8.1 Community Chest is managed, by the Partnerships Team, in partnership with 16 “Locally Based Bodies” – Parish/Town Councils and Community Centre/Forum Management Committees.

8.2 Recommendations from the Locally Based Bodies are subject to a verification process by the Borough Council.

8.3 The Grants Assessment Panel oversees the scheme and, in certain situations applications will be referred to the Panel for decision.

³ See <http://www.staffsfoundation.org.uk/>

⁴ Outsourcing would not apply to Sports Council funding.

REVIEW OF GRANT FUNDING FROM NEWCASTLE-UNDER-LYME BOROUGH COUNCIL, 2011/12 – PRELIMINARY REPORT.

8.4 There is a broad consensus from all involved that the role of the Locally Based Bodies is fundamental to the successful operation of Community Chest, and to maintaining the local connection.

8.5 It is therefore recommended that the basic set-up of Community Chest is retained.

9) Specific grants – Cultural Grants.

9.1 Cultural Grants, with a maximum limit of £1,500.00, is managed by Leisure & Cultural Services.

9.2 Grant decisions are the responsibility of the Grants Assessment Panel.

9.3 No significant changes are identified.

10) Specific grants – Green Grants.

10.1 Green Grants, with a maximum limit of £250.00, is managed by Operational Services of the Council, with decisions made by Officers.

10.2 The budget for Green Grants was under spent for 2010/11.

10.3 Green Grants currently operate separately from the other grant schemes.

10.4 It is therefore recommended that Green Grants are brought within the remit of the Grants Assessment Panel, with the decision-making process remaining as currently, but with reports presented to the Panel. Panel to be asked to review the upper limit.

11) Specific grants – Homelessness Grants.

11.1 Grants are made available to VCOs that help to meet the actions identified in the Homelessness Strategy's Action Plan. The scheme is managed by the Housing Strategy team.

11.2 There is an overall budget of c£45,000 per annum which covers both services commissioned and grant funding. The budget for grants will vary from year to year dependant on the value of commissioned services.

11.3 Grant decisions are the responsibility of the Grants Assessment Panel.

11.4 No significant changes are identified.

12) Specific grants – Small Grants.

12.1 Small Grants provide a generic fund providing grants of up to £5,000.00, and is managed by the Partnerships Team.

12.2 Grant decisions are the responsibility of the Grants Assessment Panel.

REVIEW OF GRANT FUNDING FROM NEWCASTLE-UNDER-LYME BOROUGH COUNCIL, 2011/12 – PRELIMINARY REPORT.

12.3 With a budget of £22,000.00, there is concern that the upper limit of £5,000.00 is both unrealistic and misleading. For 2010/11, the average grant (with the same budget) was just under £2,000.00.

12.4 The Grants Assessment Panel have proposed the lowering of the upper limit to £2,500.00. It is recommended that this proposal is approved.

13) Specific grants – Sports Council.

13.1 The Sports Council is an autonomous body, both funded and administered by the Borough Council – any recommendation from the Grants Review would not be binding on the Sports Council.

13.2 Sports Council awards grants to individuals and schools as well as to VCOs; for 2010/11, about 25% of Sports Council grants went to VCOs; a proportion which may vary from year to year.

13.3 Sports Council can fund the purchase of sporting equipment, but not the running costs of sporting organisations. Sporting equipment can also be funded by Borough Council grant schemes, and there is a risk that this will confuse potential applicants.

13.4 Improvements in the information provided about grants (see 5.1), and the new responsibilities for the Partnerships Officer (Community Development (see 5.2) should help to better signpost applicants to the right fund for their project.

13.5 It is recommended that the Sports Council be asked to review their constitution in the light of the Grants Review's observations and findings, and that a formal relationship between the Sports Council and the Grants Assessment Panel, including representation and reporting between the 2 bodies, be established.

14) Specific grants - Theatres, Public Entertainment & the Arts.

14.1 The Theatres, Public Entertainment & the Arts grant is, in practice, a grant to the New Vic Theatre (and maybe should be referred to as such). Please see Appendix 5.

14.2. The level of the grant at £97,620.00 for 2010/11 is considerably higher than the level of any other grant the Council provides, and is at a level that would normally go through a commissioning process.

14.3 There is an argument that the New Vic should be treated as an exception because of its significance for the national profile of Newcastle-under-Lyme.

14.4 There is also an argument that the New Vic funding is vital since it acts as a magnet for other funding. There are, however, other VCOs that could –

REVIEW OF GRANT FUNDING FROM NEWCASTLE-UNDER-LYME BOROUGH COUNCIL, 2011/12 – PRELIMINARY REPORT.

with some legitimacy – present the same argument for receiving special treatment when it comes to funding.

14.5 There are 4 options as to how this funding is dealt with that need consideration:-

- i. No change - it may be appropriate that it is Full Council determine the level of financial support provided to the New Vic given the nature and sensitivities of the issues listed above.
- ii. The funding goes through the Third Sector Commissioning Framework. Given the fairly unique nature of the New Vic, it is questionable as to whether there is any other Third Sector theatre organisation that could compete, at least for the bulk of the commission.
- iii. The level of financial support provided to the New Vic continues to be determined by Full Council, but with the funding subject to a Service Level Agreement to be monitored by the Third Sector Commissioning Board.
- iv. Financial support to the New Vic is taken out of the grants/commissioning equation and is considered as core funding within the main Council budget.

15) Third sector commissioning.

15.1. Funding to VCOs through grants and through commissioning are intrinsically linked; changes to either will have an impact on the other.

15.2 The Third Sector Commissioning Framework was approved in December 2008, with the first commissions starting on 1st April 2009⁵. The remaining commissions will end on 31st March 2012.

15.3 The Third Sector Commissioning Framework has also been used by the Borough Council for commissioning services using external funding.

15.4 Third Sector Commissioning Framework has been cited nationally as good practice (along with Tamworth Borough Council).

15.5 The distinction between funding through commissioning and through grants, and the respective benefits thereof, may not be fully understood by all concerned. There are officers of the Authority who can provide information and training if required.

15.6 At the time of writing this report, no decision has been made as to the budget from Third Sector Commissioning from 2012/13 onwards.

⁵ 11 agencies commissioned 2009/10; 9 in 2010/11; 7 in 2011/12.

REVIEW OF GRANT FUNDING FROM NEWCASTLE-UNDER-LYME BOROUGH COUNCIL, 2011/12 – PRELIMINARY REPORT.

15.7 It has to be noted that any significant reduction in the budget available for Third Sector Commissioning risks placing greater demand & pressure on the grants budget if that is not increased commensurately, and risks breaching both the Government's expectation outlined in the Best Value Guidance (see 3.4), and the Council's commitment to the sector (see 3.5).

16) Recommendations.

16.1 The actions to be implemented, as listed in 5.1, are noted.

16.2 The approach from the Staffordshire Community Foundation to manage the Council's grants is considered in the light of the issues highlighted in 6.3. It should be noted that any outsourcing of the management of grants would render the main purpose of the Grants Review superfluous.

16.3 The role of the impending Partnership Officer (Community Development) post in co-ordinating Council grants is noted.

16.4 The budget for Community Centre grants is reviewed.

16.5 The management of Community Chest, and the involvement of Locally Based Bodies, to continue, with the Grants Assessment Panel authorised to agree any changes.

16.6 The Council's administration of Community Chest, Cultural Grants, Green Grants, Homelessness Grants and Small Grants to remain as at present, but with the Partnership Officer (Community Development) post taking on a co-ordinating role.

16.7 Green Grants to be reported to the Grants Assessment Panel.

16.8 The upper limit for a Small Grant to be reduced to £2,500.00.

16.9 A formal relationship between the Sports Council and the Grants Assessment Panel, including representation and reporting between the 2 bodies, is established (contingent on agreement by the Sports Council).

16.10 The Grants Assessment Panel to be given limited authority to move money between grant budgets that fall within it's remit, during the final quarter of the financial year when the following apply:-

- The amount being moved is no more than the maximum level of grant that applies to the grant scheme from which it is being moved.
- There are sufficient funds left in the budget for the grant scheme from which money is moved after all applications to that scheme have been considered, and there are insufficient funds left in the budget for the grant scheme to which money is moved to fund valid applications to that scheme at the level that the Grants Assessment Panel would wish to award.

REVIEW OF GRANT FUNDING FROM NEWCASTLE-UNDER-LYME BOROUGH COUNCIL, 2011/12 – PRELIMINARY REPORT.

16.11 The mechanism for funding of the New Vic theatre is reviewed by the Council in line with the options listed in 14.5.



Robin Wiles,
Community Regeneration Officer,
Newcastle Partnership.
22nd July 2011/26th July 2011/2nd August 2011/10th August 2011/11th August
2011/23rd August 2011.

DECISIONS FROM ACTIVE & COHESIVE OVERVIEW & SCRUTINY COMMITTEE MEETING, MONDAY 22ND AUGUST 2011.

RECOMMENDATION.	DECISION.
16.1 The actions to be implemented, as listed in 5.1, are noted.	Agreed.
16.2 The approach from the Staffordshire Community Foundation to manage the Council's grants is considered in the light of the issues highlighted in 6.3. It should be noted that any outsourcing of the management of grants would render the main purpose of the Grants Review superfluous.	Unanimous vote to reject approach from SCF.
16.3 The role of the impending Partnership Officer (Community Development) post in co-ordinating Council grants is noted.	Agreed.
16.4 The budget for Community Centre grants is reviewed.	Agreed.
16.5 The management of Community Chest, and the involvement of Locally Based Bodies, to continue, with the Grants Assessment Panel authorised to agree any changes.	Agreed.
16.6 The Council's administration of Community Chest, Cultural Grants, Green Grants, Homelessness Grants and Small Grants to remain as at present, but with the Partnership Officer (Community Development) post taking on a co-ordinating role.	Agreed.
16.7 Green Grants to be reported to the Grants Assessment Panel.	Agreed.
16.8 The upper limit for a Small Grant to be reduced to £2,500.00.	Agreed.
16.9 A formal relationship between the Sports Council	Agreed, subject to

REVIEW OF GRANT FUNDING FROM NEWCASTLE-UNDER-LYME BOROUGH COUNCIL, 2011/12 – PRELIMINARY REPORT.

RECOMMENDATION.	DECISION.
<p>and the Grants Assessment Panel, including representation and reporting between the 2 bodies, is established (contingent on agreement by the Sports Council).</p>	<p>Sports Council's approval.</p>
<p>16.10 The Grants Assessment Panel to be given limited authority to move money between grant budgets that fall within it's remit, during the final quarter of the financial year when the following apply:-</p> <ul style="list-style-type: none"> • The amount being moved is no more than the maximum level of grant that applies to the grant scheme from which it is being moved. • There are sufficient funds left in the budget for the grant scheme from which money is moved after all applications to that scheme have been considered, and there are insufficient funds left in the budget for the grant scheme to which money is moved to fund valid applications to that scheme at the level that the Grants Assessment Panel would wish to award. 	<p>Agreed.</p>
<p>16.11 The mechanism for funding of the New Vic theatre is reviewed by the Council in line with the options listed in 14.5.</p> <ol style="list-style-type: none"> i. No change - it may be appropriate that it is Full Council determine the level of financial support provided to the New Vic given the nature and sensitivities of the issues listed above. ii. The funding goes through the Third Sector Commissioning Framework. Given the fairly unique nature of the New Vic, it is questionable as to whether there is any other Third Sector theatre organisation that could compete, at least for the bulk of the commission. iii. The level of financial support provided to the New Vic continues to be determined by Full Council, but with the funding subject to a Service Level Agreement to be monitored by the Third Sector Commissioning Board. iv. Financial support to the New Vic is taken out of the grants/commissioning equation and is considered as core funding within the main Council budget. 	<p><u>General agreement that:-</u></p> <ul style="list-style-type: none"> - Full Council continue to determine level of funding. - Funding to be subject to Service Level Agreement, with quarterly monitoring reports and payment on result.

REVIEW OF GRANT FUNDING FROM NEWCASTLE-UNDER-LYME BOROUGH COUNCIL, 2011/12 – PRELIMINARY REPORT.

RECOMMENDATION.	DECISION.

**REVIEW OF GRANT FUNDING FROM NEWCASTLE-UNDER-LYME BOROUGH
COUNCIL, 2011/12 – PRELIMINARY REPORT.**

LIST OF APPENDICES.

- 1) Summary document.
- 2) Notes of internal meeting, 20.5.11.
- 3) Funding document for LAPs.
- 4) SCF letter & reply.
- 5) New Vic information.

NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

EXECUTIVE MANAGEMENT TEAM'S REPORT TO THE GRANTS ASSESSMENT PANEL COMMITTEE

Tuesday 6th September 2011

COMMUNITY CHEST

Submitted by: Sara Shuker
Portfolio: Resources & Efficiency
Ward(s) affected: All Wards affected

Purpose of the Report

To inform Members of Community Chest applications processed at the time of writing this report for the period April 2011 to August 2011.

Recommendations

**Panel note the applications received & processed to date.
Panel consider application from Kidsgrove Town Council**

Reasons

1. Background

- 1.1 46 applications have been received for the current financial year 2011/12 from 9 Locally Based Bodies: -
- A Total of £21,445.68 has been granted in grants from £29,250.91 applied for
 - 21 received full grant applied for, 12 received partial grants, 2 applications refused, 2 applications to grants assessment panel, 9 still being appraised.
 - KTC 1112 11 Kidsgrove Town Council application for Barrier Planters £936.40 for 20 barrier planters to provide floral display in town centre, the project will promote wellbeing of residents and visitors to the town. Total cost of project £2936.40, have confirmed they have received £2000 from Staffordshire Local Community Fund. Invoice attached to application dated 9th May 2011 – emailed Clerk on 4th August to clarify if planters already purchased, response received - Yes but this is an ongoing project initiated by County Councillor.
 - APC 1112 05 Audley Parish Council application for Replacement of unsafe Electric blankets for residents of Audley Parish £400 for revenue costs for a qualified testers to provide free safety checks of electric blankets at Audley Day Community event on 3rd September 2011 this is a joint project with Audley Parish Council and Audley Locality Action Partnership. **This application has already been sent to the panel for agreement**

2. **Issues**
 - 2.1 Application received from Kidsgrove Town Council that needs Panel decision
3. **Options Considered** (if any)

N/A
4. **Proposal**
 - 4.1 Panel consider approval of the application from Kidsgrove Town Council
5. **Reasons for Preferred Solution**
 - 5.1
6. **Outcomes Linked to Sustainable Community Strategy and Corporate Priorities**

All applications approved cover a range of the Sustainable Community Strategy and Corporate Priorities
7. **Legal and Statutory Implications**

N/A
8. **Equality Impact Assessment**

N/A
9. **Financial and Resource Implications**

A breakdown of the current budgets for the Locally Based Bodies 2011/12
10. **Major Risks**

N/A
11. **Key Decision Information**
12. **Earlier Cabinet/Committee Resolutions**
13. **Recommendations**

Panel note the applications received & processed to date.
Panel to consider application from Kidsgrove Town Council.
14. **List of Appendices**

N/A
15. **Background Papers**
 - 15.1 Applications made from April 2011 to August 2011
 - 15.2 KTC 1112 11 Kidsgrove Town Council – Barrier Planters

CULTURAL GRANTS

Date: 6 September 2011
Title: Cultural Grants
Submitted by: Executive Director – Operational Services
Portfolio: Culture and Active Communities
Ward(s) affected: All

Purpose of the Report

To consider the attached applications for Cultural Grants.

Recommendations

To approve the recommendation as indicated in the report.

Reasons

To support local art and community groups to develop cultural activities and events for the community.

1. BACKGROUND

The Council has always maintained its support to local organisations by providing a fund, which is allocated to cultural activities. This allows groups or organisations to apply for grants up to £1500 in any one year.

2. ISSUES

The list as shown in Appendix 1 identifies the Groups applying for funding this round.

3. OUTCOMES LINKED TO CORPORATE PRIORITIES

The organisations cater for the following Council Corporate Priorities:

- No. 1 – Creating a Cleaner, Greener and Safer Borough
- No. 2 - Creating a Borough of Opportunity
- No. 3 - Creating a Healthy and Active Community

4. LEGAL AND STATUTORY IMPLICATIONS

There are no statutory or legal implications.

5. **FINANCIAL AND RESOURCE IMPLICATIONS**

The amount allocated for 2011/12 is £14,360. A total of £4,040 has been paid out leaving £10,320 in the budget. If all the grants are approved to the sum of £3,631, this will leave a balance of £6,689.

6. **MAJOR RISKS**

Events may be unable to take place if funding is not available.

7. **RECOMMENDATIONS**

To approve the recommendations as indicated in the attached Appendix 1.

8. **LIST OF APPENDICES**

Appendix 1 – list of organisations seeking grant aid
Appendix 2 – Spreadsheet of awards and balance 2011-2012

TM/09/11

APPLICANT	REF	AWARD REQUEST	THE ORGANISATION AND ITS PROJECT	COST OF PROJECT	PREVIOUS AWARDS	OTHER FUNDING	RECOMMENDATION
Jude Theatre (Young Ones Drama Group)	11/12/07	£1181	<p>Jude's Young Drama Group is a community run drama group for 7 -14 year olds that began in 2007. They have about 10 members who meet weekly at the Kings St Methodist Hall in Cross Heath. They provide drama based activities which support the learning of new skills, build confidence and empower young people. As a 'limb' of the Jude Theatre Company, our goal is to provide a creative environment where life's difficult roles can be addressed, challenged and explored safely by bring together performance and psychology. For young people some of whom have challenging family lives, this opportunity also enables them to develop more self worth and an ability to deal with issues in a more positive manner.</p> <p>They are seeking funding for the Judes Young Reminiscence Theatre Project (Sept – Dec). Young people undertake research and to talk to older residents to find out what their lives were like from the 1920's-1950. They will then devise a performance which will be performed at Knutton Ex Servicemens Club, Jude Showcase performance and in house. The funding would pay for room hire and drama tuition fees.</p>	£1720	None	<p>Group fundraising £119</p> <p>Subs £30 total per session x 14 = £420</p> <p>Total £539</p>	£1181
Staffordshire Knights Youth Band	11/12/08	£1500	<p>Staffordshire Knights Youth Band are a marching band, based at the Orme Centre that provide musical education and exercise to the local community. They perform at a number of local and national events and are ranked 6th in the UK and 10th in Europe. They are seeking funding to purchase new musical instruments which they provide for the participants.</p>	£3,800	None	<p>£1000 Community Chest</p> <p>Own fundraising</p>	To be considered
Art Brasil	11/12/09	£1290	<p>ART BRASIL is a not-for-profit collective of artists who specialise in Brazilian Dance and Music. They work within community settings and educational establishments delivering workshops, projects and performances. They seek funding to run a series of 8 Brazilian Dance Workshops for young people and adults in Newcastle-under-Lyme. The project will provide participants the opportunity to develop skills, increase confidence and self esteem, raise cultural awareness and will encourage a healthy and active lifestyle. Each workshop will be led by a guest artist from Brazil allowing participants to learn directly from Brazilian dance specialists.</p> <p>To run this project, they require funding support to cover room hire and artists fees</p>	£1720	None	£480 subs from participants (£60 per workshop x 8)	To be considered

Appendix 2

BUDGET 2011/12

						£		14,360.00	
GAP.	REF.	APPLICANT.	PROJECT	APPLIED.	GRANTED.	ACTUAL	BALANCE.	NOTES.	
14/06/11	11/12/01	Body Image Dance	Dance 123	1,200.00	£ 1,200.00	£	13,160.00		
14/06/11	11/12/02	Keele University	New Landscapes	1,305.00	£ -	£	13,160.00		
14/06/11	11/12/03	25th Knutton Scots	Concert	150.00	£ 150.00	£	13,010.00		
14/06/11	11/12/04	Midsummer Mayhem	Midsummer Mayhem 2011	1,500.00	£ 1,500.00	£	11,510.00		
14/06/11	11/12/05	New Vic Borderlines	Romeo and Juliet	1,190.00	£ 1,190.00	£	10,320.00		
14/06/11	11/12/06	Jude Theatre Company, the Young Ones	Reminiscence Theatre project	1,500.00	£ -	£	10,320.00		
				6,845.00	£ 4,040.00	£	10,320.00		
06/09/11	11/12/07	Judes Young Drama Group	Reminiscence Theatre project	£ 1,181.00					
06/06/11	11/12/08	Staffordshire Knights Youth band	Replace brass instruments	£ 1,500.00					
06/09/11	11/12/09	Art Brasil	Brazilian dance Workshops	£ 1,290.00					
				£ 3,971.00					

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