

## HAMPSHIRE COUNTY COUNCIL

### Decision Report

<b>Decision Maker:</b>	Executive Member for Culture and Recreation
<b>Date:</b>	7 March 2013
<b>Title:</b>	Grant Funding for Culture and Community Organisations 2013/14
<b>Reference:</b>	4759
<b>Report From:</b>	Director of Culture, Communities and Business Services

**Contact name:** Nicola Horsey  
Rebecca Baumber

**Tel:** 01962 845423      **Email:** [nicola.horsey@hants.gov.uk](mailto:nicola.horsey@hants.gov.uk)  
01962 847813      [rebecca.baumber@hants.gov.uk](mailto:rebecca.baumber@hants.gov.uk)

#### 1. Executive Summary

1.1. This report seeks approval from the Executive Member for Culture and Recreation for £20,000 of grants from the Culture and Recreation Investment Fund 2013/14 and £11,300 from the Culture and Community Activity Grants 2013/14.

#### 2. Background

2.1. At his Decision Days on 5 December 2012 and 21 January 2013 the Executive Member deferred making a decision on a few grant applications and asked officers for more information. The applicants have applied for grants under the Culture and Recreation Investment Fund (Appendix 1) and the Culture and Community Activity Grants (Appendix 2).

2.2. The follow up work has now been completed and the grant applications are detailed in Appendices 3 and 4, along with some other grant applications which have arrived more recently and been assessed by officers.

### 3. Summary of Grants

#### 3.1. Culture and Recreation Investment Fund 2013/14

	Recommended Amount
Countryside Education Trust, Beaulieu	£20,000
Marwell Wildlife	Nil
Total	<u>£20,000</u>

#### 3.2. Culture and Community Activity Grants 2013/14

Fawley Parish Council	£500
Parent Link, Fawley	£2,000
Test Valley Community Services	£4,400
Winchester Writers Conference Festival & Bookfair	Nil
The Carroll Centre, Stanmore, Winchester	£4,400
Total	<u>£11,300</u>

3.3 This leaves £58,500 of grant funding available for other grant applications that come in during 2013/14.

### 4. Other Key Issues

4.1. Legal Implications: The Council has wide powers under Section 19 Local Government (Miscellaneous Provisions) Act 1976 to provide recreational facilities and to contribute by way of a grant or loan towards the expenses incurred by voluntary bodies in providing such facilities and activities.

### 5. Recommendation(s)

5.1. That the Executive Member for Culture and Recreation:

- i) Approves grants for £20,000 from the Culture and Recreation Investment Fund 2013/14, as set out in Appendix 3.
- ii) Approves grants for £11,300 from the Culture and Community Activity Grants 2013/14, as set out in Appendix 4.

**CORPORATE OR LEGAL INFORMATION:****Links to the Corporate Strategy**

<b>Hampshire safer and more secure for all:</b>	no
Corporate Improvement plan link number (if appropriate):	
<b>Maximising well-being:</b>	yes
Corporate Improvement plan link number (if appropriate):	
<b>Enhancing our quality of place:</b>	yes
Corporate Improvement plan link number (if appropriate):	

**Other Significant Links**

<b>Links to previous Member decisions:</b>		
<u>Title</u>	<u>Reference</u>	<u>Date</u>
Grant Funding for Culture and Community Organisations in Hampshire 2013/2014	4394	5 December 2012
Culture and Community Activity Grants	4580	21 January 2013
<b>Direct links to specific legislation or Government Directives</b>		
<u>Title</u>	<u>Date</u>	

**Section 100 D - Local Government Act 1972 - background documents**

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

<u>Document</u>	<u>Location</u>
None	

## **IMPACT ASSESSMENTS:**

### **1. Equalities Impact Assessment:**

- 1.1. A high level Equalities Impact Assessment has been undertaken. It identified that the proposed changes to the grants are intended to have a positive impact and advance equality by creating a more open and transparent funding programme.

### **2. Impact on Crime and Disorder:**

- 2.1. Not applicable.

### **3. Climate Change:**

- 3.1. How does what is being proposed impact on our carbon footprint / energy consumption?

Not applicable.

- 3.2. How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts?

Not applicable.

## **Culture and Recreation Investment Fund (Culture, Communities and Business Services - CCBS)**

### **Purpose**

The Culture and Recreation Investment Fund provides support for a programme of investment in the strategic cultural and recreational infrastructure within Hampshire. Applicants must meet the criteria and objectives linked to Hampshire County Council's 'Open for Business Plan' 2011-13, those most relevant to CCBS, are:

- Enhance community engagement and partnership working – strengthening and empowering communities.
- Support and enable sustainable economic development – ‘place shaping’.
- Enhance Hampshire’s environment and promote sustainability.
- Develop new models of service provision, meeting the challenges of reduced resource and evolving national policies, whilst improving the quality of services for users.
- Improved quality of life for all, particularly those who are vulnerable and disadvantaged.

### **Grant Eligibility Criteria and Who can apply?**

The grants programme is open to organisations, partnerships and consortiums delivering cultural and recreational services in Hampshire, who meet the following eligibility criteria. Applications can be for up to three years, however funding is only committed on an annual basis and organisations must apply every year.

- The services, projects and activities of the cultural and/or recreational organisation clearly deliver against the priorities above.
- The services, projects and activities of the cultural and/or recreational organisation benefit Hampshire residents and visitors, improving the quality of life for all.
- Cultural and/or recreational organisations must be properly constituted with clear and effective management and governance structures.
- Consortiums of properly constituted cultural and/or recreational organisations must have clear terms of reference.

Where appropriate, depending on the grant sum requested, the organisation will be expected to submit the following supporting documentation. (Please note for grants up to £5,000, there are no additional supporting documentation requirements).

<b>Document</b>	<b>Grants £5k +</b>	<b>Grants £15k +</b>	<b>Grant £25k +</b>
Annual Accounts	✓	✓	✓
3 Year Business Plan, including Risk Management Plan, Audience Development Strategy and/or Marketing Plan		✓	✓
Equal Opportunities Policy			✓
Health & Safety Policy			✓
Adults Safeguarding Policy	✓	✓	✓
Child Protection Policy	✓	✓	✓
Employers Liability Insurance			✓

Public Liability Insurance			✓
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All successful applicants will be required to provide appropriate reporting and/or monitoring for their service, projects and/or activities.

### **Financial Eligibility**

Organisations will not normally be eligible for grants where they hold unallocated reserves in excess of one year's running costs. Where it is judged that unallocated reserves are unreasonably in excess of what is required or not allocated for legitimate purposes, those organisations may receive a reduced grant.

### **What do we fund?**

The grant can be awarded to contribute towards the organisation's service/project costs and/or core running costs, including salaries. Applications will be assessed against the following Fund Criteria. Organisations do not need to meet all of these priorities, but must be able to demonstrate that they deliver against some of these within their application.

- Organisations providing flagship cultural and recreational experiences of national and/or regional standing
- Programmes of work that are of high quality, innovative and appropriately aspirational
- Programmes of work that inspire young people to have ambition and improve their level of educational or physical attainment
- Organisations that support the development of Hampshire's home grown talent
- Organisations that provide local people, including young people and hard to reach older audiences, access to inspiring experiences
- Organisations that can demonstrate actively increasing the numbers of people experiencing and participating in cultural and recreational activity
- Organisations enabling and/or supporting other organisations to provide cultural and recreational services
- Organisations working towards optimising their economic, social and environmental sustainability

### **Who and what we can't fund?**

- Services and organisations that do not meet the Fund's criteria
- Individuals
- Organisations already in receipt of funding from other Hampshire County Council departments for the majority of their core costs and/or service/project activity delivery
- Services provided solely within the unitary authority areas of Portsmouth City Council and Southampton City Council
- Capital projects or capital grants for equipment
- Parish/Town Councils
- Schools

### **When can I apply for a grant?**

The Culture and Recreation Investment Fund is an annual programme and has one round per year. It is open for application from 1 April until 1 October each year.

## **Culture and Community Activity Grants (Culture, Communities and Business Services - CCBS)**

### **Purpose**

The purpose of the Culture and Community Activity Grants is to provide general support to groups and organisations which encourage and provide opportunities for individuals and communities to participate in community-focused, cultural and recreational activities.

This programme funds projects and proposals which support the priorities and outcomes in Hampshire's 'Open for Business' Plan 2011-13 which are most relevant to CCBS. These are:

- Improved quality of life for all, particularly those who are vulnerable or disadvantaged.
- Enhance community engagement and partnership working – strengthening and empowering communities.
- Enhance Hampshire's environment and promote sustainability.

### **Grant Eligibility Criteria and Who Can Apply**

We will fund organisations and services who fulfil the following criteria:

- The services, projects or activities of the organisation support the priorities detailed above.
- The organisation has a clear management structure within its constitution or suitable governance/terms of reference.
- The organisation must be able to demonstrate that without the support from Hampshire County Council the activity/event would not be able to proceed at all or to the extent outlined in the application.
- Organisations with significant funds in place or higher levels of reserves must demonstrate why funding from Hampshire County Council is needed.
- The organisation must have actively sought funding from other sources, including district, borough, town or parish council funding. Priority will be given to applications which have partner funding in place from other sources.

All successful applicants will be required to provide appropriate reporting and/or monitoring for their service, projects and/or activities.

### **Funding criteria**

Culture and Community Activity Grants will fund up to a maximum of £5,000.

We can match fund business sponsorship up to £500. The sponsorship you are receiving must be monetary, we can not match fund any in kind sponsorship, e.g. free/subsidised marketing. Match funding must be a minimum of £200 per business and businesses must be first time sponsors. Maximum of one application per organisation per year.

### **Financial Eligibility**

Organisations will not normally be eligible for grants where they hold unallocated reserves in excess of one year's running costs. In cases where reserves held

exceed this level a reduced level of funding may be agreed. All charitable organisations are expected to have an agreed reserves policy that addresses their financial risk.

#### **What do we fund?**

- Any high quality project that delivers measurable results against the objectives set out above.
- Countryside access and rights of way projects.
- Conservation projects to benefit the habitat or species particularly important to a site.
- Community, cultural or recreational projects, activities or events that provide opportunities for local people to become involved.
- Match funding for business sponsorship (please see Funding Criteria below)

#### **What we can't fund**

- Individuals
- Further or higher education fees, personal development or training fees for individuals
- Curriculum based activities
- Building based capital works
- Capital schemes – i.e. buying instruments, equipment or uniforms.
- Setting up an organisation
- General running costs of an organisation
- Profit making events/activities
- Services, projects or activities solely within the unitary authority areas of Portsmouth City Council and Southampton City Council
- Uniformed groups such as Scouts, Girl Guides etc

Please note we cannot retrospectively fund works or projects that have already been carried out. Grants are issued for works or projects to be carried out in the future.

#### **When can I apply for a grant?**

Culture and Community Activity Grants are available all year round.