

HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	Executive Member for Culture, Recreation and Countryside
Date:	4 December 2013
Title:	Grant Funding for Culture and Community Organisations in Hampshire 2014/2015
Reference	5394
Report from:	Director of Culture, Communities and Business Services

Contact name : Nicola Horsey
Rebecca Baumber

Tel: 01962 845423
01962 847813

Email: nicola.horsey@hants.gov.uk
rebecca.baumber@hants.gov.uk

1. Executive Summary:

1.1. This report seeks approval from the Executive Member for Culture and Recreation for £892,400 of grants to cultural, recreation and community organisations across Hampshire for 2014/15 plus a further £49,000 to the Countryside Access Forum.

2. Background:

2.1. During 2011/12 there was a major review of grants to cultural, recreational and community organisations and the Executive Member for Culture and Recreation approved the final details of 14 May 2012¹. The new scheme set up five grant streams which are:-

1) Culture and Recreation Investment Fund

This provides investment in the major strategic cultural and recreational organisations in Hampshire. Decisions are only made once a year for applications to this grant stream.

2) Community Investment Fund

This provides support not-for-profit community based organisations. Decisions are also only made once a year for applications to this grant stream.

¹ http://www3.hants.gov.uk/councilmeetings/meetingssummary.htm?date_ID+720

3) Culture and Community Activity Fund

This provides general support to groups and organisations which encourage and provide opportunities for individuals and communities to participate in community focused cultural and recreational activities. Decisions are made at three Decision Days a year for applications to this grant stream.

4) Community Building Capital Fund

This grant stream supports the small scale refurbishment and improvement of local community buildings that are managed and operated by the voluntary sector. Decisions can be made at every Decision Day for applications to this grant stream.

5) Organisational Change Fund

This fund supports specific, time limited projects for organisations to achieve efficiencies and reduce on going dependency on grant funding. Decisions can be made at every Decision Day for applications to this grant stream.

3. Member Representation on Outside Bodies:

- 3.1. After the County Council elections in May 2013, Members were appointed to represent the County Council on a wide range of cultural, community and recreational organisations. They will be asked to report back in 2014 on their views of the organisation(s) they are on as part of a wider corporate initiative to help the County Council decide on its future investment.

4. Grants for 2014/15:

- 4.1 This report deals with the grant applications which have come in for grants from the:
- Culture and Recreation Investment Fund
 - Community Investment Fund
 - Organisational Change Fund
- 4.2 Full details of these three grant streams are set out in Appendix 1.
- 4.3 Applications have been received from over 40 organisations and their details, along with the proposed recommendations, are summarised in Appendices 2 and 3. In most cases, the proposed grant for 2014/15 is 2% less than the grant for 2013/14, in line with the need to make budget savings.

- 4.4 Appendix 2 also highlights the outcome of the grant Commissions for Music and Theatre, which are part of the ‘Connecting communities to Excellence’ Arts and Museums Service Strategic Plan 2012-2015, which was approved by the Executive Member for Culture and Recreation on 20 January 2012.
- 4.5 Details of management agreement for Making Space, the craft initiative based in Leigh Park, and the Hampshire Countryside Access Forum are also included in Appendix 2. Neither are grants, as such, but, historically, both have been funded from the grants budget and are therefore included in this report too.

5. More Consistent Approach to Assessing Applications:

- 5.1 One of the aims of the new grants system was to ensure a more consistent approach was taken when assessing a grant application. In the past each service has assessed grant applications in different ways and not all of the grant applications then went to the Executive Member for approval. Whilst each service (Arts, Museums, Countryside, Outdoor Service, Community and Sport) still assess the grant applications most relevant to them, all the officers now use the same criteria and complete the same internal assessment form. Successful grant applications have also now be asked to complete the same template for monitoring information which has been used to inform decision about the level of grants recommended for 2014/15.

6. Summary of Grants for 2014/15:

6.1		£
	Culture and Recreation Investment Fund	773,950
	Community Investment Fund	108,450
	Organisational Change Fund	10,000

	Total	£892,400

6.2	In addition:-	
	Strategic Commission for Music	70,000
	Strategic Commission for Dance	32,100
	Making Space, Leigh Park	34,700
	Hampshire Countryside Access Forum	49,000

7. Other Key Issues:

7.1. 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.

8. Recommendation:

8.1 That the Executive Member for Culture, Recreation and Countryside:

- i) Approves grants totalling £773,950 set out in Appendix 2.
- ii) Approves grants totalling £109,450, set out in Appendix 3.
- iii) Approves a grant of £49,000 to the Countryside Access Forum.

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

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

Other significant links

Links to previous Member decisions:		
<u>Title</u> Exec Member for Culture and Recreation Exec Member for Culture and Recreation	<u>Reference</u>	<u>Date</u> 20 January 2012 14 May 2012
Direct links to specific legislation or Government Directives		
<u>Title</u>		<u>Date</u>

Section 100 D – Local Government Act 1972 – background documents

The following documents discuss fact or matters on which their 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 ASSESSMENT

1. Equalities Impact Assessment:

- 1.1. A high level Equalities Impact Assessment was undertaken when the grants process was reviewed. 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:

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

Not applicable.

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

Not applicable.

Hampshire County Council Grant Guidance Notes for Culture and Recreation Investment Fund

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).

Document	Grants £5k +	Grants £15k +	Grant £25k +
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			✓

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.

Hampshire County Council Grant Guidance Notes for Community Investment Fund

Purpose

The Community Investment Fund supports community based organisations delivering services/projects/activities which support the priorities and outcomes of Hampshire County Council's 'Open for Business' Plan 2011 – 2013. Those most relevant to CCBS are:

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

Grant Eligibility Criteria and Who can apply?

The Community Investment Fund will support not for profit community based organisations with local governance arrangements whose services/ projects/ activities support the priorities above.

Your services/projects/activities must:

- Improve access to services in their area of benefit.
- Deliver social welfare objectives by improving the life chances and quality of life for all, particularly those who are vulnerable or disadvantaged.
- Work in partnership and are engaged with relevant neighbourhood/ community partnerships.
- Work towards optimising economic, social and environmental sustainability.
- Ensure the delivery and improvement of high quality services.
- Where appropriate, increase participation through volunteering.

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).

Document	Grants £5k +	Grants £15k +	Grant £25k +
Annual Accounts	✓	✓	✓
3 Year Business Plan		✓	✓
Equal Opportunities Policy			✓
Health & Safety Policy			✓
Adults Safeguarding Policy	✓	✓	✓
Child Protection Policy	✓	✓	✓
Public Liability Insurance			✓
Employers Liability Insurance			✓

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. 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?

A grant can be awarded to eligible organisations to contribute towards service costs and/or core costs including salaries.

Who can't apply and what we can't fund?

- Organisations that do not meet the Fund's criteria
- Individuals
- Profit making organisations
- Organisations already in receipt of funding from other Hampshire County Council departments for core costs and/or service/project/activity delivery.
- Organisations providing services and/or projects solely within the unitary authority areas of Portsmouth City Council and Southampton City Council.
- Parish/Town Councils
- Other local authorities
- Uniformed groups such as Scouts, Girl Guides etc
- Schools
- Capital projects
- Capital grants for equipment

When can I apply for a grant ?

The Community 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.

Hampshire County Council Grant Guidance Notes for Organisational Change Fund

Purpose

The Organisational Change Fund supports specific, time-limited projects for organisations to achieve efficiencies and reduce on-going dependency on grant funding. This could include the exploration of:

- Alternative funding opportunities and new delivery models.
- New approaches of relevance to future investment from the Culture and Recreation and Community Investment Funds.

The fund will also support a reasonable approach to disinvesting from organisations that are currently funded, but are not considered to be priorities for the future.

This programme funds projects and proposals which supports the following priority and outcome in Hampshire's 'Open for Business' Plan 2011-13:

- Develop new models of service provision, meeting the challenges of reduced resource and evolving national policies, whilst improving the quality of services for users.

Grant Eligibility Criteria and Who Can Apply

We will fund organisations and services, who fulfil our criteria and have submitted a good project proposal, for a grant of up to £10,000. Joint bids between separate organisations can be accepted if appropriate governance is in place. We are unable to award funding to individuals.

Our criteria are:

- The project or proposals of the organisation(s) support the priority detailed above
- The organisation(s) has a clear management structure within its constitution or suitable governance/terms of reference.

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. 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 we can fund

Maximum grant up to £10,000 for feasibility studies, management consultants etc.

No maximum for grants for organisations the County Council is disinvesting from.

Feasibility Studies and Management Consultants

In order to assist organisations, Hampshire County Council will support the costs of feasibility studies and management consultant fees.

What we can't fund

- Ongoing financial support or contributions towards a deficit. Projects must have clear outcomes and must support a sustainable future business model.
- 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
- Uniformed groups such as Scouts, Girl Guides etc

Please note we cannot retrospectively fund projects or proposals that have already been carried out. Grants are issued for projects or proposals to be carried out in the future. This includes any contracts issued to consultants before grant approval.

When can I apply for a grant?

The Organisational Change Fund is open for applications all year.