

**HAMPSHIRE COUNTY COUNCIL****Report**

<b>Committee:</b>	Policy and Resources Select Committee
<b>Date:</b>	14 July 2015
<b>Title:</b>	Capital Grants Scheme for Community Buildings – new Sub Committee
<b>Reference:</b>	6812
<b>Report From:</b>	Director of Culture, Communities and Business Services

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**1. Executive Summary**

1.1 Following a substantial increase in funding allocated to the capital grants scheme for community buildings, this report sets out the need for a small Sub Committee to be set up to consider the officer recommendations for a small number of grants of between £25,000 and £150,000.

**2. Contextual Information**

- 2.1 The Executive Member for Culture, Recreation and Countryside is responsible for a capital grant scheme for community buildings, which has been running for many years. There is usually £125,000 in the budget each year which is allocated to a variety of community groups, up to a maximum of £15,000 per organisation. The applications for these grants go to the Executive Member for Culture, Recreation and Countryside for approval at his Decision Days throughout the year.
- 2.2 In 2013/14 a further £1million was added to the Community Buildings Capital Grants and this was used to fund 6 larger schemes up to a maximum of £200,000 each. These grants also went to the Executive Member for Culture, Recreation and Countryside for decision, having first been via a small sub committee set up by the Culture and Communities Select Committee.
- 2.3 In October 2014 the Leader of the Council announced the allocation of a further £1million to the Community Buildings Capital Grant scheme. This will be allocated across 2015/16 and 2016/17 (if not fully allocated in 2015/16) and grants of up to £150,000 will be awarded to projects which substantially increase the usage of a community building or enable joint use of a building

by the merger of two or more groups. The decisions on the grants will, this time, be made by the Executive Member for Policy and Resources, with recommendations from the Policy and Resources Select Committee.

2.4 A new process has been put in place for the larger grant applications and this is as follows:-

- The organisation fills in an Expression of Interest form which is simpler than the application form.
- Expressions of Interest need to be submitted by 8 October 2015. Officers will then draw up a shortlist and ask the organisations on the shortlist to complete an application form.
- Officers will assess the applications and visit each applicant with the Chairman of the Policy and Resources Sub Committee before putting forward recommendations to a Sub Committee of the Policy and Resources Select Committee.
- Applicants will be asked to present their proposals to the Sub Committee in March 2016.
- The recommendations of the Sub Committee will be submitted to the Executive Member for Policy & Resources, for decision at a decision day spring/summer 2016.

### **3. Sub-Committee**

3.1 It is suggested that a small (7 member maximum) Sub Committee of the Policy and Resources Select Committee is established to consider and comment on the large grant applications. The Sub Committee would need to be proportionally constituted and would meet in public to receive presentations from applicants. The proposed Terms of Reference for the Sub Committee are set out in Appendix 1.

3.2 The CCBS Department would prepare a report for the Sub Committee once officers have shortlisted the grant applications. The report would contain a summary of the shortlisted grant applications and make recommendations as to which grants should be awarded. The Sub Committee would consider those recommendations at a meeting where the shortlisted applicants would have the opportunity to make a presentation. The Sub Committee would then be able to debate the recommendations and comment on them, supporting or not supporting them as appropriate.

3.3 The comments and recommendations of the Sub Committee would be recorded in the minutes of the meeting and would then be reflected in the final report from officers that goes to the Executive Member for Policy and Resources.

3.4 Should the grant allocation not be entirely committed in 2015/16, the option will be retained to re-convene the sub committee in 2016/17.

### **4. Recommendation**

- 4.1 That the Policy and Resources Select Committee set up a Sub Committee with the Terms of Reference set out in Appendix 1 to consider, comment and make recommendations to the Executive Member for Policy and Resources on the large grant applications (up to £150,000) made under the Community Buildings Capital Grant Scheme.

Integral Appendix A

**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):	

**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.)**

Document

Location

None

## **IMPACT ASSESSMENTS:**

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

- 1.1. A high level Equalities Impact Assessment was undertaken when the grants process was reviewed. It found that equality impacts were considered as part of the review and that, on balance, the grants scheme improved equality outcomes by opening up the grants to a wider range of organisations.

### **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.

# **Policy and Resources Community Buildings Capital Fund Grants Sub Committee**

## **Terms of Reference**

### **1. Introduction**

The Policy and Resources Select (Overview and Scrutiny) Committee has established a Policy and Resources Community Buildings Capital Fund Grants Sub Committee to consider and to make recommendations to the Executive Member for Policy and Resources on major grant applications received under the Community Buildings Capital Grants Scheme in the 2015-2016 financial year.

### **2. Membership**

The Policy and Resources Community Buildings Capital Fund Grants Sub Committee shall comprise 7 Members of the Policy and Resources Select (Overview and Scrutiny) Committee appointed on a proportional basis (4 Conservatives, 1 Liberal Democrat, 1 Labour and 1 United Kingdom Independence Party)

### **3. Chairman**

The Chairman of the Policy and Resources Select (Overview and Scrutiny) Committee shall be the Chairman of the Policy and Resources Community Buildings Capital Fund Grants Sub Committee.

### **4. Role and Function**

- a. To review shortlisted major grant applications (up to £150,000) made under the Community Buildings Capital Grant Scheme.
- b. To receive and consider presentations made by applicants in support of shortlisted grant applications
- c. To consider Officer recommendations on which applications should be supported.
- d. To comment on and to make recommendations to the Executive Member for Policy and Resources as to which applications should be supported.

### **5. Duration**

The Sub Committee shall cease to exist once its function has been fulfilled (once the grant funds have been committed). Should funding be carried forward to 2016/17, the Sub Committee may be re-convened in 2016/17 as necessary.