

CABINET

13 FEBRUARY 2008

COMMUNITY GRANTS – REVENUE AWARDS 2008-2009

REPORT OF HEAD OF PARTNERSHIPS AND COMMUNICATIONS

Contact Officer: BERNICE HELLER Tel No: 01962 848582

RECENT REFERENCES:

WTF 0105 – Community Grants – Revenue Awards 2008/09 – 15 January 2008
CAB1400 - Community Grants – Revenue Awards 2007/08 - 13 February 2007

EXECUTIVE SUMMARY:

This report seeks approval for the level of revenue grants to be awarded to key clients and other voluntary and community sector applicants in 2008/09.

This report was omitted from the Forward Plan of Key Decisions due to an oversight. It needs to be considered as part of the budget discussions occurring elsewhere on this agenda. The Chairman of Principal Scrutiny Committee has been informed.

RECOMMENDATIONS:

That Cabinet, subject to Council approval of the 2007/08 budget provision:

- 1 Notes the grants approved by Winchester Town Forum for 2008/09, as detailed in Appendix 1 to this report.
- 2 Approves the following revenue grant awards for 2008/09, from the approved revenue grants budget on condition that each organisation enters into clearly defined service level agreement with appropriate performance targets:
 - (i) Winchester Citizens Advice Bureau £123,254

(ii)	Winchester Area Community Action (includes LSP grant of £2,000)	£104,946
(iii)	Trinity Centre	£86,602
(iv)	Bishops Waltham Citizens Advice Bureau	£42,463
(v)	Hatfair	£30,425
(vi)	Homestart Meon Valley	£12,000
(vii)	Streetreach – Winchester Detached Youth Project	£8,000
(viii)	Winchester and District Savers	£7,500
(ix)	Winchester Rural Youth Theatre & Dance	£7,500
(x)	Winchester Churches Housing Group (Keystone)	£6,000
(xi)	Winchester Live at Home Scheme	£6,000
(xii)	Carroll Youth Centre	£5,500
(xiii)	Winnall Community Centre Playscheme	£5,000
(xiv)	Winnall Rock School	£5,000
(xv)	Homestart Winchester & Districts	£4,500
(xvi)	Signature Care and Support (Victoria House)	£4,500
(xvii)	Relate	£4,000
(xviii)	Trinity Women's Centre	£3,694
(xix)	Nightshelter (Winchester Churches)	£3,600
(xx)	Winchester Festival	£2,800
(xxi)	Winchester Youth Counselling	£2,750
(xxii)	Bishops Waltham Festival	£2,500
(xxiii)	Winchester Young Carers	£1,900
(xxiv)	KIDS – Winchester Snaps	£1,500
(xxv)	Age Concern	£1,500
(xxvi)	Havant & District Citizens Advice Bureau	£1,480
(xxvii)	Winnall Youth Club	£1,400
(xxviii)	Olive Branch (The)	£1,000

(xxix)	Winchester Rent Deposit Scheme	£1,000
(xxx)	Deaf Plus	£1,000
(xxxi)	Winchester Mencap	£1,000
(xxxii)	Winchester Folk Festival (WinMAD)	£900
(xxxiii)	Wickham Youth Club	£900
(xxxiv)	Stanmore Combined	£500

- 3 An additional amount of £21,000 be set aside, together with the £4,000 allocated by the Winchester Town Forum, so that the City Council can provide a total of £25,000 to match fund the County Council's funding to provide grant aid to enhance arts programming in Winchester following the changes to the former Tower Arts Centre.
- 4 Expresses regret that it is unable to support the following applications:
- (i) King Alfred Youth Activity Centre
 - (ii) Leonard Cheshire Disability
 - (iii) SCRATCH
 - (iv) Vitalise
 - (v) Wickham Festival
 - (vi) Winchester City Fairtrade Network
 - (vii) Winchester Mencap
- 5 Approves the allocation from the revenue grant budget of £10,000 for 2008/09 for the Community Chest programme.
- 6 That the grant budget be increased by an additional £7,674, for this year, to be funded from the grant reserve, to provide a total grant budget of £523,574.

CABINET

13 FEBRUARY 2008

COMMUNITY GRANTS – REVENUE AWARDS 2008-2009

REPORT OF HEAD OF PARTNERSHIPS AND COMMUNICATIONS

DETAIL:

1 Introduction

This report sets out details of the formal requests for revenue grant assistance from the City Council in 2008/09 and recommends appropriate levels of support for each.

- 1.1 The report explains the rationale and underlying assumptions leading to the recommended grant awards. It is important to note that the figures for the revenue budget used throughout this report are those in the draft 2008/09 budget and any subsequent change to the budget will require adjustments to the awards proposed by Cabinet at a later date.
- 1.2 Further to the success of the Community Chest scheme in recent years a request for a further budget allocation is made to enable the continuation of this small grants programme.
- 1.3 The original application forms and supporting documents are held in the Partnership and Communications Division. Any Member wishing to study the forms prior to the meeting should contact the Partnership and External Funding Officer who will make the appropriate arrangements.

2 Budget Overview

- 2.1 Cabinet will note that the total request for grant assistance in 2008/09 is £676,055.
- 2.2 A total of £523,574 has been recommended for Revenue Grants in 2008/09.
- 2.3 In addition to this budget, a grants reserve is maintained. This is primarily to support emergency grant requests (both capital and revenue) that may arise during the course of the year. The current balance on this reserve is £46,591 after taking into account further allocations for capital grants during the year.
- 2.4 The baseline revenue grant budget currently stands at £515,900. This excludes the notional contribution of £66,000 to Winchester Area Community Action towards the rental costs of the Winchester Centre.
- 2.5 In order to meet the recommendations outlined in this report the revenue grant budget will need to be increased by an additional £7,674, to be funded from the grants reserve.
- 2.6 Appendix 1 shows the details of past grant awards as well as the requested grant, grant approved for 2008/09 by the Town Forum and the recommended approval amount for 2008/09. Any issues requiring note have been specified in the

'Comments' column. This column of the table also shows the variation in the 2007/08 grant award in comparison with the current financial year (if any).

- 2.7 The standstill nature of the budget has prevented any significant increase in grants to existing clients. A small increase has been given to twenty of the applicants. Grants for three new applicants are also recommended.
- 2.8 Consideration has again been given to increasing the range and number of organisations receiving revenue grant. However, this comes at a cost to those clients already receiving grant. Every attempt has been made to minimise any negative impact on the Council's key clients and to keep reductions to others to manageable proportions. Whilst it is acknowledged that a balance needs to be created between supporting existing and encouraging new clients within the tight budget restraints, support for new applicants from the revenue budget has only been possible for three organisations this financial year.
- 2.9 It should be noted that the proportion of funds in 2008/09 allocated to support the 5 'key clients' represents 75% of the total available budget for revenue grants.
- 2.10 The apportionment of the available budget (including the Town Account element) between 'arts', 'community' and 'housing' organisations is 13%, 84%, and 3%, respectively. A separate calculation shows that across all the grants (again including the Town Account contribution) 11% of the grants are awarded to organisations providing direct service delivery to young people.
- 2.11 It is recommended that a sum of £10,000 is made available for the Community Chest Scheme in 2008/09. This allocation represents 2% of the revenue grants budget and would provide very small grants of up to £500 for one-off items of expenditure. In the four years since the Scheme was established, 161 grants have been awarded to a wide range of smaller community and voluntary organisations.
- 2.12 As Cabinet will appreciate the revenue grants scheme is highly over-subscribed with a total of 35 existing and 7 new applicant organisations requesting grant and it should be noted that any upward amendment to a recommended grant level can only be accommodated by a compensatory saving elsewhere.

3 Assessment Process

- 3.1 A number of difficult decisions had to be made in order to reconcile supply and demand for the revenue grants. The recommendations in this report represent the outcome of a robust evaluation process. Each application has been considered against the assessment matrix, which is attached as Appendix 2. Considerable effort has been made to ensure that each application has been subjected to a fair and objective process.
- 3.2 The recommendations in this report represent the outcome of a robust evaluation process. Each application, as outlined in Appendix 1, has been considered against the assessment matrix by an assessment panel comprising the Local Strategic Partnership Manager, the Partnership & External Funding Officer, the Housing Enabling Officer, the Arts Development Officer and the Grants Officer of Community Action Hampshire. This process forms the basis of the recommendations outlined in this report and was undertaken in consultation with the Portfolio Holder for Culture, Heritage and Sport (who holds the remit for grants) and the Portfolio Holder for Housing and Communities.

3.3 The grants for 2008/09 have been assessed according to the priorities identified in the Corporate Strategy and the Community Strategy. A copy of the assessment matrix can be viewed in Appendix 2.

3.4 A further check of the applications has been completed by the Head of Finance.

4 Applications for 2008/09

4.1 It is proposed that grant to the following 18 organisations is increased:

- (i) Bishops Waltham Citizens Advice Bureau
- (ii) Bishops Waltham Festival
- (iii) Carroll Youth Centre
- (iv) Havant & District Citizens Advice Bureau
- (v) KIDS – Snaps Winchester
- (vi) Olive Branch
- (vii) Stanmore Combined
- (viii) Streetreach – Winchester Detached Youth Project
- (ix) Trinity Winchester
- (x) Trinity Women's Centre
- (xi) Winchester Area Community Action
- (xii) Winchester Citizens Advice Bureau
- (xiii) Winchester Festival
- (xiv) Winchester Live at Home Scheme
- (xv) Winchester Youth Counselling
- (xvi) Winchester Community Centre Playscheme
- (xvii) Winnall Rock School
- (xviii) Winnall Youth Club

4.2 Whilst unable to meet the full extent of the funding requirement in the majority of cases, it was felt important to increase the financial support from the City Council for these services. These increases were made possible due to two existing clients not applying for grant in 2008/2009 and reductions in grant to other applicants as detailed below.

- 4.3 The grant recommended for Winchester Area Community Action includes an additional £2,000 for the work undertaken on behalf of the Local Strategic Partnership.
- 4.4 It is recommended that grant support is withdrawn from two existing clients, KAYAC and Wickham Festival for the following reasons:
- (i) King Alfred's Youth Activity Centre – this group did not satisfy the condition within their service level agreement for 2007/08 to demonstrate improved working relations with the Hampshire Youth Service. This resulted in the second instalment of grant for 2007/08 being withdrawn. The application from this group for grant in 2008/09 did not demonstrate that this issue had been addressed and the accounts presented raised further concerns as to the future viability of this group.
 - (ii) Wickham Festival – it was considered inappropriate to award grant to this group due to the outstanding health and safety issues arising from the 2007 Festival which are currently being dealt with by the WCC Environment Team.
- 4.5 It is further recommended that the grant award to 5 existing clients is reduced. The recommended award was reduced for the following reasons:
- (i) Relate – although the work of this organisation is valued it was not deemed to be as high a priority as other projects seeking funding.
 - (ii) Wickham Youth Club - group requested a lower grant for 2008/09.
 - (iii) Winchester & District Savers – a higher level of grant was awarded for the start up costs of this project. Current recommendation is towards expansion of services.
 - (iv) Winchester Rent Deposit Scheme - group requested a lower grant for 2008/09.
- 4.6 3 new applications are recommended grant for the first time:
- (i) Age Concern
 - (ii) Deaf Plus
 - (iii) Winchester Mencap
- 4.7 A report concerning the £25,000 set aside for grant aid (including £4,000 from the Town Account) to enhance arts programming in Winchester, will be submitted to Cabinet in due course by Cultural Services.
- 5 The Town Forum.
- 5.1 Further to the previous agreement of the Town Forum, a number of grants have been recommended for consideration from the Town Charge. The Town Forum considers any revenue applications that are of relevance to the Town Area and performs a funding role similar to that of the Parish Councils. All applications considered by the Town Forum have been identified as such in Appendix 1. Parish Councils make contributions to a number of the applications shown in Appendix 1 however unlike the

capital grant scheme Members should note that parish council support is not a condition of revenue grant from the City Council as applications tend to be of wider than purely local significance.

- 5.2 Applications affecting the Town Area were considered by the Town Forum on 15th January 2008 and the recommendations are included within Appendix I. It should be noted that the grant budget from Town Account has been increased by £2,711 to accommodate these recommendations. The total available budget from the Town Account is £30,311 and includes a withdrawn grant of £2,600 from the previous year.

OTHER CONSIDERATIONS:

6 CORPORATE STRATEGY (RELEVANCE TO):

- 6.1 The priority areas for revenue grant funding are in line with the Winchester City Council Corporate Strategy 2007 - 2012, and the Winchester District Community Strategy (updated March 2007).
- 6.2 The revenue grants scheme helps address many of the Council's priorities for the District and in particular those under Health and Wellbeing, and Inclusive Societies.
- 6.3 A number of the above projects are assisted under the well-being power in S2 Local Government Act 2000. This is the power to promote the economic, social or environmental well-being of the area – and is relevant to partnership working with other community organisations. The Council has to have regard to any relevant provisions of the community strategy, as well as the above strategies in making grants.
- 6.4 All of the above projects contribute to the delivery of the community strategy, in particular the outcomes of 'Health & Well Being', 'Inclusive Society', 'Freedom from Fear', 'Economic Prosperity', and 'High Quality Environment'. Detail for each application is provided in Appendix 1.
- 6.5 The Statutory Guidance on the well-being power would not prevent grants being made as proposed. Some projects can also be justified under other powers e.g. S19 Local Government Act 1976 – non-profit making recreation projects; S 145 Local Government Act 1972 – promotion of the arts.

7 RESOURCE IMPLICATIONS:

- 7.1 The amount recommended for revenue grant awards in 2008/09 can only be met if there is an increase of £7,674 for this year to the revenue grants budget making the available total £523,574.

BACKGROUND DOCUMENTS:

Completed grant application forms and supporting documentation held in the Partnerships & Communications Team files.

APPENDICES:

Appendix 1: Application Details 2008/09

Appendix 2: Policy Criteria and Assessment Matrix 2008/09

CABINET REPORT – CAB 1611
REVENUE GRANTS - APPENDIX I

Organisation	Key/ Existing/ New	Grant Award 2005/2006	Grant Award 2006/2007	Grant Award 2007/2008	Requested 2008/09	Town Account Awards 08/09	General Fund Recommendations 2008/2009	Total Recommendations
Bishops Waltham CAB	Key	£40,615	£40,615	£41,630	£47,000	£0	£42,463	£42,463
Hatfair	Key	£33,825	£33,825	£33,825	£40,000	£3,468	£30,425	£33,893
Trinity Centre	Key	£86,100	£86,100	£88,253	£97,078	£3,417	£86,602	£90,019
Trinity Women's Centre	Key	£0	£0	£3,000	£10,000	£306	£3,694	£4,000
WACA	Key	£98,465	£98,465	£100,927	£111,000	£0	£102,946	£102,946
WACA LSP Grant	Key	£2,000	£2,000	£2,000			£2,000	£2,000
Winchester CAB	Key	£127,158	£127,158	£130,337	£133,600	£9,690	£123,254	£132,944
 								
Bishops Waltham Festival	Existing	£3,000	£3,000	£2,000	£2,916	£0	£2,500	£2,500
Carroll Youth Centre	Existing	£5,000	£5,000	£5,125	£8,425	£500	£5,500	£6,000
Havant & District CAB	Existing	£1,290	£1,290	£1,328	£1,480	£0	£1,480	£1,480
Homestart Meon Valley	Existing	£10,000	£12,000	£12,000	£15,000	£0	£12,000	£12,000
Homestart Winchester & Districts	Existing	£5,000	£5,000	£5,000	£5,000	£500	£4,500	£5,000
KAYAC	Existing	£8,112	£5,000	£5,000	£15,000	£0	£0	£0
Kids/Snaps	Existing	£1,200	£1,200	£1,200	£1,500	£0	£1,500	£1,500
Nightshelter (Winchester Churches)	Existing	£10,000	£10,000	£4,000	£12,000	£400	£3,600	£4,000
Olive Branch (The)	Existing	£1,000	£1,000	£1,000	£2,000	£100	£1,000	£1,100
Relate	Existing	£5,000	£5,000	£5,125	£5,500	£500	£4,000	£4,500
Signature Care and Support (Victoria House)	Existing	£3,500	£3,500	£4,500	£4,585	£0	£4,500	£4,500

Streetreach - Winchester Detached Youth Project	Existing	£8,500	£8,500	£8,500	£12,200	£1,350	£8,000	£9,350
Wickham Festival	Existing	£0	£0	£2,000	£4,000	£0	£0	£0
Wickham Youth Club	Existing	£0	£1,000	£1,000	£860	£0	£860	£860
Winchester and District Savers	Existing	£15,000	£15,000	£10,000	£15,000	£0	£7,500	£7,500
Winchester Churches Housing Grp Ltd (Keystone)	Existing	£3,000	£4,500	£6,000	£7,000	£0	£6,000	£6,000
Winchester Festival	Existing	£2,000	£2,000	£2,000	£5,000	£200	£2,800	£3,000
Winchester Folk Festival (WinMAD)	Existing	£1,000	£1,000	£1,000	£1,000	£100	£900	£1,000
Winchester Live at Home Scheme	Existing	£5,000	£5,000	£5,500	£10,000	£550	£6,000	£6,550
Winchester Rent Deposit Scheme	Existing	£4,800	£2,400	£2,000	£1,000	£0	£1,000	£1,000
Winchester Rural Youth Theatre & Dance-Theatre Royal	Existing	£0	£0	£7,500	£10,000	£0	£7,500	£7,500
Winchester Young Carers	Existing	£2,100	£2,100	£2,100	£2,100	£200	£1,900	£2,100
Winchester Youth Counselling	Existing	£0	£2,500	£2,500	£5,000	£250	£2,750	£3,000
Winnall Community Centre Playscheme	Existing	£5,000	£5,000	£5,104	£6,800	£500	£5,000	£5,500
Winnall Rock School	Existing	£5,000	£5,000	£5,000	£8,000	£500	£5,000	£5,500
Winnall Youth Club	Existing	£1,000	£1,000	£1,000	£1,641	£100	£1,400	£1,500
Age Concern	New	£0	£0	£0	£2,920	£290	£1,500	£1,790
Deaf Plus	New	£0	£0	£0	£2,000	£200	£1,000	£1,200

Leonard Cheshire Disability	New	£0	£0	£0	£18,373	£0	£0	£0
SCRATCH	New	£1,500	£1,500	£0	£20,000	£0	£0	£0
Stanmore Combined	New	£0	£0	£500	£2,000	£500	£500	£1,000
Vitalise	New	£0	£0	£0	£1,077	£0	£0	£0
Winchester City Fairtrade Network	New	£0	£0	£0	£2,000	£0	£0	£0
Winchester Mencap	New	£0	£0	£0	£5,000	£500	£1,000	£1,500
						£24,121	£492,574	£516,695

Does not include £21,000 for evening programme to replace Tower Arts Centre

Does not show £4,000 contribution from Town Account towards evening programme to replace Tower Arts Centre

Does not include £10,000 for Community Chest Programme

CABINET REPORT

REVENUE GRANTS - APPENDIX I

Organisation	Primary Outcome in line with Community Strategy (2007) and Corporate Priorities (2007-2012)	Comments
Key Clients		
Bishops Waltham CAB	Inclusive Society - promote good relationships between all sections of the community	Increase
Hatfair	Economic Prosperity - supports vibrant city, town and village centres	Standstill-small increase from Town Forum
Trinity Centre	Inclusive Society - promote good relationships between all sections of the community	Increase
Trinity Women's Centre	Inclusive Society - promote good relationships between all sections of the community	Increase
WACA	Inclusive Society - promote good relationships between all sections of the community	Increase
Winchester CAB	Inclusive Society - promote good relationships between all sections of the community	Increase
Existing Clients		
Bishops Waltham Festival	Economic Prosperity - supports vibrant city, town and village centres	Increase
Carroll Youth Centre	Health and Wellbeing - supporting the needs of children, young people and families	Increase
Havant & District CAB	Inclusive Society - promote good relationships between all sections of the community	Increase
Homestart Meon Valley	Health and Wellbeing - supporting the needs of children, young people and families.	Standstill
Homestart Winchester & Districts	Health and Wellbeing - supporting the needs of children, young people and families.	Standstill
KAYAC		See 4.4 (i)
Kids/Snaps	Health and Wellbeing - supporting the needs of children, young people and families.	More
Nightshelter (Winchester Churches)	Inclusive Society - understand the needs of all sections of the community	Standstill
Olive Branch (The)	Health and Wellbeing - improving mental health and wellbeing	Standstill
Relate	Health and Wellbeing - improving mental health and wellbeing	Decrease - see 4.5 (i)
Signature Care and Support (Victoria House)	Health and Wellbeing - support and meet housing needs of vulnerable people	Standstill
Streetreach - Winchester Detached Youth Project	Inclusive Society - promote good relationships between all sections of the community	Increase
Wickham Festival		See 4.4 (ii)
Wickham Youth Club	Health and Wellbeing - supporting the needs of children, young people and families	Decrease see 4.5 (ii)

Winchester and District Savers	Inclusive Society - understand the needs of all sections of the community	Decrease see 4.5 (iii)
Winchester Churches Housing Grp Ltd (Keystone)	Health and Wellbeing - support and meet housing needs of vulnerable people	Standstill
Winchester Festival	Economic Prosperity - supports vibrant city, town and village centres	Increase
Winchester Folk Festival (WinMAD)	Economic Prosperity - supports vibrant city, town and village centres	Standstill
Winchester Live at Home Scheme	Health and Wellbeing - improving the well being of older people	Increase
Winchester Rent Deposit Scheme	Health and Wellbeing - support and meet housing needs of vulnerable people	Decrease see 4.5 (iv)
Winchester Rural Youth Theatre & Dance-Theatre Royal	Health and Wellbeing - increased opportunities to participate in sporting and cultural activities	Standstill
Winchester Young Carers	Health and Wellbeing - supporting the needs of children, young people and families.	Standstill
Winchester Youth Counselling	Health and Wellbeing - improving mental health and wellbeing	Increase
Winnall Community Centre Playscheme	Health and Wellbeing - supporting the needs of children, young people and families.	More
Winnall Rock School	Health and Wellbeing - increased opportunities to participate in sporting and cultural activities	More
Winnall Youth Club	Health and Wellbeing - supporting the needs of children, young people and families.	More
New Applicants		
Age Concern	Health and Wellbeing - improving the well being of older people	
Deaf Plus	Health and Wellbeing - improving the well being of older people	
Leonard Cheshire Disability		
SCRATCH		
Stanmore Combined	Inclusive Society - promote good relationships between all sections of the community	Only received Town Forum Support in 2007/08
Vitalise		
Winchester City Fairtrade Network		
Winchester Mencap	Health and Wellbeing - increased opportunities to participate in sporting and cultural activities	

Assessment Matrix

Essential Requirements

Criteria	<div style="display: flex; justify-content: space-between; align-items: center;"> Low High </div>				
Policy Criteria	Each application MUST meet at least one of the priority areas identified in the criteria				
	1	2	3	4	5
Evidence of Impact Section 5 - Priorities	Application fails to demonstrate how the service impacts on quality of life for users or no demonstrable impact resulting from service provision.	Contributes to quality of life issues for service users however impact difficult to ascertain or poorly demonstrated in application.	Contributes positively on quality of life for service users but some alternative / overlapping provision available.	Contributes positively to the quality of life of service users with little or no alternative service provision available.	Major and demonstrable impact on quality of life for service users. Little or no alternative service provision available.
Evidence of Service Need Policy Criteria	Structured and coordinated support across organisations for the target group. Limited additionality resulting from applicant organisation. No service need evident		Service need known however poorly demonstrated in application.		Clearly demonstrates working with 'key' target groups / vulnerable service users. Target groups meet objectives of Corporate Priorities.

**CABINET REPORT 1611
REVENUE GRANTS APPENDIX 2**

Second Stage Matrix Requirements					
<i>Score: Low=1, Low/Med=2, Med=3, Med/high=4, High=5</i>					
Criteria	Low			High	
	1	2	3	4	5
Partnership Working Business Plan	No evidence of Partnership links and working or appears to be working in isolation		Some evidence of partnership links and working, possibly on a reactive basis. Prepared to consider wider partnership working		Clear evidence of pro-active, established partnership links and working with other organizations in the sector. Participation in District wide partnerships and forums.
Evidence of Financial Need Section 6 & 7 Budget	Able to function without City Council grant – holds large reserves or has alternative funding mechanisms		Lack of City Council funding would result in cut backs to core services.		Core services unable to survive without City Council funding.
Sustainable Business Planning Section 9 Business Plan	No evidence to demonstrate sustainability of service provision beyond current financial year and no evidence of a business planning process.	Heavy reliance on one funding stream and no exit strategy. No medium to long term business planning evident.	Some evidence of self-help and fundraising but requiring some assistance with business planning.	Strong evidence of self-help and fundraising with some business planning.	Focused and flexible towards fundraising and income generation. Long-term business planning in evidence.
Financial Accessibility Section 6	Access to provision restricted due to charge levied and limited and fixed concessions. Result is service inaccessible to low income users.		Charges levied with fixed (i.e. not means tested) concessions made widely available across sectors of the community.		Services accessible by all regardless of income (through pricing policy and free if necessary)



COMMUNITY REVENUE GRANT PROGRAMME 2008/09

POLICIES AND CRITERIA

Introduction

Revenue funding available from the City Council is aimed at supporting voluntary groups and organisations in the District that can clearly demonstrate how their services help to deliver on the Winchester Community Strategy and the City Council's Corporate Priorities.

This grants programme is primarily aimed at funding for core organisational running / support costs although funding for time limited projects may also be available. Such applications should be discussed with the Partnership & External Funding Officer in the first instance.

Policy Priorities

Winchester City Council values the work of the voluntary and community sector and their contribution to the health and wellbeing of local communities, in particular relation to early, proactive intervention. The priority areas for Community Revenue Grants, derived from the Community Strategy and the City Council's Corporate Priorities, reflect the Council's appreciation of this valuable work.

Applicants for revenue grant must demonstrate how the work of their organisation contributes to **one or more** of the bullet points listed under **at least one** of the following five headings:

Health and Wellbeing

- Support and meet housing needs of vulnerable people
- Support needs of children, young people and families
- Increase opportunities to participate in sporting and cultural activities
- Reduce upward trend in obesity in children and adults.
- Reduce adult smoking rates
- Reduce teenage pregnancy rates and increase engagement of teenage mothers in education, training and employment.
- Improve mental health and wellbeing
- Improve well being of older people

Freedom from Fear

- Reduce incidence of bullying both inside and outside school
- Reduce the incidence of domestic violence in the District
- Reduce levels of crime and disorder and increase feelings of safety.
- Reduce incidence of anti-social behaviour

Economic Prosperity

- Support vibrant city, town and village centres
- Promote the creative economy
- Strengthen the rural economy

CABINET REPORT 1611 REVENUE GRANTS APPENDIX 2

High Quality Environment

- Reduce emissions of 'greenhouse' gases and assist others to do so
- Improve access to town and village centres
- Reduce volume of waste produced locally and increase levels of recycling
- Encourage biodiversity

Inclusive Society

- Promote good relationships between all sections of the community
- Assist rural communities to access local services
- Understand the needs of all sections of the community

Application Criteria

In order to be eligible for consideration, applications must comply with the following criteria:

1. Grants will only be awarded to groups and organisations whose activities are of direct benefit to the residents of the Winchester District. Priority is likely to be given to those organisations who are based within the District and whose area of benefit is primarily the Winchester District.
2. Applications are only accepted from not-for-profit groups, organisations and registered charities.
 - Every group and organisation should have a constitution which includes a formal decision making process and aims that are acceptable to the City Council.
 - In the case of registered charities they must comply with the standards laid down by the Charities Commission.
 - For non-registered charities / organisations / groups, they will need to demonstrate organisational and constitutional practices meeting auditable standards.
3. Applications must reflect costs to be incurred for the appropriate financial year – i.e. 2008/09. Applications to cover financial deficits from previous financial years will not be eligible.
4. Applicants must be able to demonstrate financial stability and running costs for the period of the grant award – i.e. financial year 2008/09. Any significant budget deficit must be accounted for. The City Council has the right to withdraw any offer of grant aid if, on scrutiny, it becomes apparent that the organisation is not sustainable over the period of the financial year.
5. Organisations that are providing legal advice services must have obtained the Community Legal Services (CLS) Quality mark.
6. All applicants must provide clear evidence that they have adequate Third Party Public Liability and Employers Liability Insurance.
7. Organisations working with children, young people or vulnerable adults must be able to demonstrate that appropriate checks have been carried out on staff and volunteers and that sound protection policies are in place. If your organisation does not have the appropriate policies in place, support to develop these is available from Winchester Area Community Action.
8. Applications should be made on the official application form and submitted by the agreed deadline. The City Council regrets that it is not able to consider revenue grant requests outside of the normal timetable for awards. The deadline for applications is **Friday, 30th November, 2007**.
9. Applicants should make every attempt to raise funds from other relevant grant aiding organisations. However, this in itself will not automatically release funding from the City Council.

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10. Applicants must be prepared to sign up to a Partnership Agreement (Service Level Agreement) with the City Council. Successful applicants must provide a written report, detailing how the grant from Winchester City Council has been spent, at the end of the financial year or at the time of their submission for another grant, whichever is the sooner. All revenue funding is awarded on this basis.
11. The City Council reserves the right to award grants at lower than the amount requested by the organisation in the application form. Organisations must not change the use of the grant award for which it has been approved unless otherwise agreed in writing by the City Council.
12. In support of the City Council's Equal Opportunities Policy, groups and organisations which are actively working towards achieving equality of opportunity for all sections of the community will merit priority attention.
 - Organisations must be able to demonstrate that they have an open access / equal opportunities approach towards membership, use of their facilities and activities.
 - Organisations are required to take reasonable steps to ensure their activities can be made available for as broad range of people as possible and that positive measures are put in place to remove any barriers to access.
13. Winchester City Council will take into account the level of financial reserves held by an organisation as well as whether they are restricted or unrestricted.
 - Reserves are defined as any funds which are not required to cover the day-to-day running costs of the organisation in the current financial year. Reserves may be 'restricted' – that is held for a specific purpose – or 'unrestricted' - that is freely available for use by the organisation.
 - Organisations will not normally be eligible for a grant where they hold reserves in excess of one year's running costs.
 - Any reserves exceeding 3 months' running costs may be taken into account in deciding the level of any grant awarded.
14. The scheme cannot support:
 - Local or national appeals,
 - Parish Councils,
 - Statutory Organisations,
 - Commercial Organisations,
 - Activities of a wholly and exclusively political or religious nature,
 - Individuals,
 - Student expeditions,
 - General running costs for uniformed groups, community associations, hall management committees or sports clubs etc. Consideration may be given to the start-up costs for such organisations where clear evidence of need is available.