

WINCHESTER TOWN FORUM

20 January 2010

COMMUNITY GRANTS – REVENUE AWARDS 2010/11

REPORT OF HEAD OF PARTNERSHIPS, COMMUNICATION AND  
IMPROVEMENT

Contact Officer: Bernice Heller Tel No: 01962 848582

RECENT REFERENCES:

WTF 124 - Community Grants, Revenue Awards – 13 January, 2009

CAB 1779 - Community Grants, Revenue Awards - 4 February 2009

CAB 1685 - Future Funding, Tower Arts Centre Programme - 9 July 2008

EXECUTIVE SUMMARY:

The Town Forum is requested to:

- (i) Consider revenue funding for 19 organisations to be met from the Town Account.
- (ii) Confirm revenue funding for the Tower Arts Centre

In their consideration of this Report, Members are particularly advised to have regard to their responsibilities under the Code of Conduct and the Council's Protocol on Member Participation in Grant Aid applications. In summary, this states that:

- Council policy is that we accept no public participation regarding specific grant applications – this includes non-Forum Councillors speaking from the floor.
- Members of the Forum who are ordinary members of an organisation which has submitted a grant application may wish to speak and vote, but should refrain from “special pleading” and limit their contributions to answering any questions of fact

that may arise. This is because no public participation is allowed on grants to support specific cases.

- Members of the Forum who have personal and prejudicial interests (ie an office-holder) in any applications should declare this and leave the room during the consideration of that specific grant, regardless of whether or not they have been appointed to the group as the Council's representative.

Members are requested to notify the Democratic Services Officer, Colin Veal ([cveal@winchester.gov.uk](mailto:cveal@winchester.gov.uk) 01962 848 438) in advance of the meeting.

### RECOMMENDATIONS:

That the Forum recommend to Cabinet the following:

1. That the annual grant budget be increased by an additional £53 to provide a budget of £41,813 for 2010-2011.
2. That subject to Cabinet and Council approval of the overall grants budget, the amount to be awarded to each of the applicants for a revenue grant from the Winchester Town Account totalling £25,813 should be as follows:
  - (i) Age Concern- £290
  - (ii) Carroll Youth Centre - £500
  - (iii) Hampshire & Isle of Wight Youth Options - £500
  - (iv) Hat Fair - £3,468
  - (v) Homestart Winchester and Districts - £500
  - (vi) Relate Winchester - £550
  - (vii) Stanmore Combined - £550
  - (viii) The Trinity Centre - £3,850
  - (ix) Winchester & District Mencap - £1,000
  - (x) Winchester & District Young Carers Project - £200
  - (xi) Winchester Churches – Nightshelter - £400
  - (xii) Winchester CAB - £9,980

- (xiii) Winchester Detached Youth Work Project (Street Reach) - £1,500
- (xiv) Winchester Live at Home Scheme - £650
- (xv) Winchester Mayfest - £100
- (xvi) Winchester Youth Counselling - £275
- (xvii) Winnall Community Association - £500
- (xviii) Winnall Junior Youth Club - £500
- (xix) Winnall Rock School - £500

## WINCHESTER TOWN FORUM

20 January, 2010

### COMMUNITY GRANTS – REVENUE AWARDS 2010/2011

#### REPORT OF HEAD OF PARTNERSHIP, IMPROVEMENT AND COMMUNICATION

##### DETAIL:

##### 1 Introduction

- 1.1 This report sets out details of the revenue grant applications made by organisations that are clearly serving residents of the Winchester Town area. The Town Forum is asked to make a recommendation to Cabinet for the grant to be awarded to the organisations from the Winchester Town Account.
- 1.2 An informal group from the Town Forum has met and considered the applications detailed below along with the Community Grants Officer.
- 1.3 The original application forms and supporting documents are held in the Partnerships, Communication and Improvement Division of the Policy Group. Any Member wishing to study the forms prior to the meeting should contact the Community Grants Officer who will make the necessary arrangements.

##### 2 The Budget

- 2.1 The baseline Town Account grant budget currently stands at £41,760 for both Revenue and Capital grants.
- 2.2 The awards recommended for 2010/11 total £41,813 and are made up of:
  - £25,813 in revenue grant,
  - £4,000 towards the replacement Tower Arts programme.
  - £12,000 in capital grant (detailed in WTF 142)
- 2.3 In order to meet these recommendations the grant budget will need to be increased by an additional £53. This will be considered as part of the budget proposals taking place elsewhere on the agenda for this meeting (WTF 142).
- 2.4 In relation to 2010/11 if the Town Forum wishes to increase any of the recommended grant levels, the further increase in the grant budget will have to be considered in the context of the Town Account budget proposals, and funded by the Town Account.

### The Assessment Process

- 3.1 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 (Appendix II) by an assessment panel comprising City Council Officers representing Community Planning, Community Arts Development, Community Wellbeing, and Community Grants, as well as a voluntary sector representative from the community partnerships. This process forms the basis of the recommendations outlined in this Report and was undertaken in consultation with the Portfolio Holder for Communities and Safety (who holds the remit for grants).
- 3.2 Cabinet will be asked to consider the District element of the grant on 3<sup>rd</sup> February 2010 and the recommendations of that report will be influenced by the agreed contribution of this Forum.

### 4 Revenue Grants

- 4.1 In accordance with the agreement for 2004/05 onwards it is recommended that the Town Forum approves grant awards to those organisations which clearly serve residents of the town area.
- 4.2 Of the 29 applications submitted, 23 were of significant relevance to the Town area and were therefore considered for a Town Forum grant. In addition to Town Forum funding all 29 applications will also be considered for a grant from the General Fund and recommendations on this funding will be considered at the Cabinet meeting due to be held in February, 2010.
- 4.3 A brief summary of the organisations recommended to receive Town Forum funding is provided below:
- (i) Age Concern Winchester – grant will enable the continuation of subsidised lunch clubs at four venues around the City.
  - (ii) Carroll Youth Centre – grant will support the school holiday playschemes and junior club activities at the Centre.
  - (iii) Hampshire & Isle of Wight Youth Options – grant will enable youth activities to continue at the King Alfred Youth Activity Centre.
  - (iv) Hatfair – grant supports a four day festival in July and includes two schools projects involving over 1,500 local children and young people.
  - (v) Homestart Winchester & Districts – grant supports the core Home-Start service which maintains a team of volunteers supporting local families and provides a weekly family drop in centre.

- (vi) Relate Winchester – grant will support the work of this group which provides relationship counselling, family counselling, young persons counselling, as well as a sexual problems service. Grant also subsidises financially disadvantaged clients in Winchester & District.
- (vii) Stanmore Combined – grant supports this group to share concerns and find local solutions by hosting public meetings and encouraging local participation.
- (viii) Trinity Winchester – grant supports the cost of providing core services at the day centre and includes support for the women's service.
- (ix) Winchester & District Mencap – grant will enable the Blue Apple Theatre to continue supporting people with learning difficulties to access theatre.
- (x) Winchester & District Young Carers – grant will support running costs of this group which provides support to young people (under 18 years of age) who have a caring responsibility for a family member who has a disability or long term illness.
- (xi) Winchester Churches Nightshelter – grant will support the provision of overnight accommodation for the homeless.
- (xii) Winchester Citizens Advice Bureau – grant will support the running costs of this service which helps people to understand their rights and responsibilities and assists them in accessing relevant services.
- (xiii) Winchester Detached Youth Work Project (Streetreach) - Grant will provide staffing for a year round detached youth work service to vulnerable young people aged 12-24 years.
- (xiv) Winchester Folk Festival (MAYfest) – grant will support the cost of organising the 2010 Winchester MAYfest which includes work with local schoolchildren and young people.
- (xv) Winchester Live at Home Scheme – grant will enable the continuation of this scheme for older people (aged 65+) in the Winchester area and is particularly targeted at those who are socially isolated and housebound. Grant will support the five main services (Befriending Service, Friendship Club, Lunch Club, Exercise Club, and Arts and Craft Club); four ancillary services (Shopping, Keep-in-Touch, Walking Club and Exercise Mentoring scheme, Bi-monthly Newsletter); and a Holiday Service.

- (xvi) Winchester Youth Counselling – grant will help support the running costs of this group which provides a free confidential counselling service to young people aged 11-25 years old.
  - (xvii) Winnall Community Association - grant will support the playschemes held during each school holiday.
  - (xviii) Winnall Junior Youth Club – funding will support a Wednesday evening youth club for 7-11 year olds living in the Winnall area.
  - (xix) Winnall Rock School – grant will support the continued provision of free weekly music workshops which target socially disadvantaged young people in the 10-18 age range.
- 4.4 A sum of £4,000 has also been set aside as part of the three year agreement to provide a replacement programme for the Tower Arts Centre (CAB 1685). This commitment started in 2008/09 and will end in 2010/11, to be reviewed annually by Town Forum.
- 4.5 The request for a grant from the following organisations was refused as priority was given to higher ranking applications:
- Bumps to Bundles
  - Deafplus
  - Olive Branch
  - Winchester Festival

#### OTHER CONSIDERATIONS:

##### 5 CORPORATE STRATEGY (RELEVANCE TO):

- 5.1 The priority areas for revenue grant funding are in line with the Winchester City Council Sustainable Community Strategy outcomes for Health and Wellbeing, Safe and Strong Communities, Economic Prosperity, High Quality Environment, and Inclusive Society.
- 5.2 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.
- 5.3 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; S142 Local Government Act 1972 – advice on people’s rights; S 145

Local Government Act 1972 – promotion of the arts and S73 Housing Act 1985 – assistance for voluntary organisations concerned with homelessness.

6 RESOURCE IMPLICATIONS:

- 6.1 The amounts recommended for both revenue grant and capital grant awards in 2010/11 can only be met if there is an increase of £53 to the grants budget making the available total £41,813.

BACKGROUND DOCUMENTS:

None

APPENDICES:

Appendix I

Appendix II



## APPENDIX I

Organisation	Total Grant Award 09/10	Town Award 09/10	General Award 09/10	Total Grant Requested for 2010/2011	Recommended Town Award 2010/2011
Age Concern Winchester	£1,633.00	£0.00	£1,633.00	£2,550.00	£290.00
Bumps2 Bundles				£2,610.00	£0.00
Carroll Centre (The)	£6,000.00	£500.00	£5,500.00	£6,500.00	£500.00
Deaf Plus	£1,200.00	£250.00	£950.00	£2,000.00	£0.00
Hampshire & IOW Youth Options				£25,000.00	£500.00
Hat Fair	£33,893.00	£3,468.00	£30,425.00	£33,825.00	£3,468.00
Homestart Winchester and Districts	£5,000.00	£500.00	£4,500.00	£5,000.00	£500.00
Olive Branch (The)	£1,100.00	£125.00	£975.00	£2,000	£0.00
Relate Winchester	£4,133.00	£550.00	£3,583.00	£5,000.00	£550.00
Stanmore Combined	£1,000.00	£550.00	£450.00	£1,100.00	£550.00
Trinity Centre, Winchester	£94,019.00	£3,850.00	£90,169.00	£103,420.00	£3,850.00
Winchester & District Mencap	£1,500.00	£1,000.00	£500.00	£3,000.00	£1,000.00

## APPENDIX I

Organisation	Total Grant Award 09/10	Town Award 09/10	General Award 09/10	Total Grant Requested for 2010/2011	Recommended Town Award 2010/2011
Winchester & District Young Carers Project	£2,100.00	£200.00	£1,900.00	£2,500.00	£200.00
Winchester CAB	£132,944.00	£9,980.00	£122,964.00	£137,250.00	£9,980.00
Winchester Churches - Nightshelter	£4,000.00	£400.00	£3,600.00	£7,500.00	£400.00
Winchester Detached Youth Work Project	£8,633.00	£1,500.00	£7,133.00	£18,019.00	£1,500.00
Winchester Festival	£3,000.00	£200.00	£2,800.00	£4,000.00	£0.00
Winchester Folk Festival (Mayfest)	£1,000.00	£100.00	£900.00	£1,200	£100.00
Winchester Live at Home Scheme	£6,183.00	£650.00	£5,533.00	£6,200.00	£650.00
Winchester Youth Counselling	£2,600.00	£275.00	£2,325.00	£5,000.00	£275.00
Winnall Community Association	£4,159.00	£500.00	£3,659.00	£5,734.99	£500.00
Winnall Junior Youth Club				£2,656.00	£500.00
Winnall Rock School	£5,133.00	£500.00	£4,633.00	£10,000.00	£500.00
TOWER ARTS CENTRE	£25,000.00	£4,000.00	£21,000.00	£25,000.00	£4,000.00
<b>TOTALS:</b>	<b>£348,363.00</b>	<b>£29,098.00</b>	<b>£319,265.00</b>	<b>£418,676.99</b>	<b>£29,813.00</b>

APPENDIX II

Community Revenue Grant Assessment Process 2010-2011

To be eligible for consideration all applications must meet at least one of the outcomes identified in Section 5 of the application Health and Wellbeing / Safe and Strong Communities / Economic Prosperity / High Quality Environment / Inclusive Society

All applications will be scored against the following criteria:

Score: Low=1, Low/Med=2, Med=3, Med/High=4, High=5

Criteria	Evidence Found	<div style="display: flex; align-items: center; justify-content: space-between;"> <span>Low</span> <span style="font-size: 2em;">→</span> <span>High</span> </div>				
		1	2	3	4	5
Evidence of Impact	Section 3 of application form	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	Section 3 of application form	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 Sustainable Community Strategy.

APPENDIX II

Score: Low=1, Low/Med=2, Med=3, Med/High=4, High=5

Criteria	Evidence Found	<div style="display: flex; align-items: center;"> <span>Low</span> <div style="margin: 0 10px;"> </div> <span>High</span> </div>				
		1	2	3	4	5
Partnership Working	Section 3 of application form Business Plan	No evidence of Partnership working and/or appears to be working in isolation		Some evidence of partnership working (possibly on a reactive basis).  Prepared to consider wider partnership working		Clear evidence of pro-active, established partnership working within the sector.  Participation in District wide partnerships and forums.
Evidence of Financial Need	Sections 6 , 7 and 8 of application form Budget Information Accounts	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 8 Business Plan Budget Information	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.

**APPENDIX II**

**Score: Low=1, Low/Med=2, Med=3, Med/High=4, High=5**

Criteria	Evidence Found	<div style="display: flex; align-items: center; justify-content: space-between;"> <span>Low</span> <span>High</span> </div>				
		1	2	3	4	5
Financial Accessibility (for service users)	Section 4 of application form	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)

**In addition to the above all accounts provided by the applicants will be assessed by a Winchester City Council Financial Accountant.**