

**NOTICE OF ITEM(S) OF BUSINESS
TO BE CONSIDERED BY
INDIVIDUAL MEMBERS OF THE CABINET**

Date when item(s) to be considered:	23rd February 2006 at 1.15 pm.
Name of Individual Member(s) (Portfolio Holder[s]) who will consider the item(s):	Councillors Mrs J Chandler and T V Rogers
Subject of item(s) to be considered:	Grant Aid to Voluntary Organisations 2006/07
Summary of item(s) to be considered:	To consider further applications for grant aid for Capital and Revenue Grant in 2006/07 Supporting report attached.
Contact for further supporting information:	Peter Jones Head of Community Services ☎ 01480 388202 e-mail Peter.Jones@huntsdc.gov.uk Daniel Smith Community Initiatives Manager ☎ 01480 388377 e-mail Dan.Smith@huntsdc.gov.uk

This Notice has been copied to the Chairman of the relevant Overview and Scrutiny Panel

15th February 2006

- 1. 2006-07** (Pages 1 - 18)

INFORMATION FOR CABINET MEMBERS CLLRS T V ROGERS AND MRS J CHANDLER IN RESPECT OF AWARDS OF GRANT AID TO VOLUNTARY ORGANISATIONS 2006/07

(Report by Head of Community Services)

1. Summary

This report outlines the current position relating to earlier awards and sets out recommendations for both capital and revenue awards for 2006-07.

2. Capital Projects

2.1 The aim of this funding is to support capital projects that deliver a meeting place, a playground or a playing field to identifiable communities. It is also normal for projects supported by this fund to have significant lead in periods. Projects are then assessed against a range of further prioritised criteria. The priority order is:

- Priority 1 Projects to address legislative requirements;
- Priority 2 Projects for the correction of health and safety failures;
- Priority 3 Projects for the provision of facilities where none currently exist;
- Priority 4 Projects for the replacement of provision which has come to the end of its natural life; and
- Priority 5 Projects for the improvement or replacement of existing facilities.

2.2 The maximum grant payable to support any one project is £25,000, but no grant may exceed one quarter of the total cost for repairs or improvements, or one third of the cost for new facilities or extensions.

2.3 Appendix A attached provides details of the applications received, a brief summary of the purpose for which grant aid is requested, officer comments on the individual applications and recommendations.

2.4 The budgetary position for the Capital fund is shown below.

	<i>£'000</i>
Original 2005/06 Capital Allocation	111
Add Budget Brought Forward From Earlier Years	87
Total 2005/06 Capital Programme	198
Less Prior Year Approvals Not Yet Paid	-93
2005/06 Approvals	-79
Unallocated Balance Carried Forward to 2006/07	26
2006/07 Capital Allocation	114
Total Available Funding 2006/07	140

Consequently, Members have the opportunity to allocate up to £140k at this meeting. The Medium Term Plan presented to Council on 22nd February 2006 has been adjusted to allow for the inherent delays between approving and paying the grants awarded, £50k has been re-phased from 2005/06 to 2006/07 and the new allocation of funding each year will assume £50k of expenditure occurring in the following year.

3. Revenue Projects

3.1 The table in paragraph 3.6 below shows that **£39,779** is available to support general revenue projects. All applicants for grants must:

- be not for profit organisations;
- be undertaking work within Huntingdonshire and must demonstrate a need for the service within the community that they serve;
- be engaged in activities which fit with the Council's priorities and objectives;
- be properly managed and able to demonstrate that they are able to achieve the objectives for which they are applying for grant aid;
- normally be seeking funding for a one-off project; and
- be prepared to provide detailed financial information for grants above £1,000.

3.2 In addition, Members will recall that previous grant aid policy decisions mean that applications (both revenue and capital) will not be considered if they fall into the following categories: -

- funding activities that are the responsibility of other statutory agencies;
- providing replacement funding for activities or services previously funded by other statutory agencies;
- funding pre school nurseries, after school clubs or other educational facilities and services;
- funding church or religious facilities (unless the facility is the only meeting place available to the community);
- funding core organisational activities.

3.3 Grants should not exceed the minimum of one third of the total cost of the project or £25,000 whichever is the lowest amount.

3.4 The District Council provides revenue grant aid from this fund to six organisations via Service Level Agreements. These are:

- Huntingdonshire Citizens Advice Bureaux
- Huntingdonshire Federation of Volunteer Bureaux
- Hunts Forum for Voluntary Organisations
- Cambridgeshire ACRE (Leader+ Programme)
- Natural High
- Peterborough CVS Global Grants

3.5 Members agreed, at their last meeting, an award of £25,000 to The Pepys House Trust with the award deferred to the 2006-07 financial year. The

Trustees have confirmed in writing that they anticipate having all the necessary funds in place this year to proceed with the purchase of the property.

3.6 The budgetary position with regard to revenue funding is summarised below: -

	£	£
2006/07 Budget Allocation		287,250
Add Likely Unallocated Amount Brought Forward From 2005/06 *		10,550
2006/07 Expenditure Limit		297,800
Less Grant Aid via SLA to:-		
Huntingdonshire CAB	138,700	
Huntingdonshire FVB	34,350	
Hunts Forum	38,100	
Cambridgeshire ACRE	3,371	
Natural High	7,000	
Peterborough CVS	10,000	
		231,521
Less Fixed Grant Sums:-		
*Sporting and Artistic Excellence Awards		1,500
Pepy's House Trust – pre-allocation		25,000
2006/07 Uncommitted Budget		39,779

* This figure could rise by £900 if no more sporting excellence awards are made in February or March 2006.

Consequently, Members have the opportunity to allocate up to £39,779 at this meeting.

3.7 Appendix B attached to this report provides details of the revenue applications received, a brief summary of the application, officer comments and recommendations plus details of any awards made in 2005-06 financial year and the amount requested in 2006-07.

4. Audit Review of Grant aid process and procedures

4.1 During the present financial year the District Council's Grant aid to voluntary and community organisations procedures were subject to audit review. The review recommended a number of procedural changes to the way grant aid applications have been handled in previous years.

4.2 The Audit recommendations are set out below:-

- I. All grant aid applications upon receipt be given a unique reference number which identifies the financial year in which the application was considered for funding;
- II. A decision sheet for each application be provided which sets out the date the application was received, identifies who assessed the application, records decisions made confirmed by the signatures of Members who made the award and payment details.
- III. An assessment form for all applications should be developed.

All the above actions have been implemented for the 2006-07 grant aid process.

5. Huntingdon Shopmobility project

5.1 The District Council in partnership with The Papworth Trust, Hunts Forum for Voluntary Organisations, and Huntingdon Town Centre Partnership are in the process of establishing a shopmobility scheme for Huntingdon Town; this follows the RADAR report commissioned by the District Council on the consequences of the pedestrianisation of Huntingdon Town Centre. The RADAR report recommended that a shopmobility service be established.

5.2 The shopmobility project will be managed and delivered by the Papworth Trust with financial contributions coming from other public funding agencies/trusts, commercial sponsorship and self generated income. The aim is for the shopmobility service to commence operating in June 2006 and to initially operate 3/4 days per week but for the service to develop to 6 day's per week.

5.3 Recommendation

Members agree an award of £20,000 to the Papworth Trust for a period of 3 years. The award will be subject to a service level agreement, which will set out performance standards and targets.

6. Age Concern Cambridgeshire

6.1 Age Concern Cambridgeshire has been supported financially by this authority for a number of years. The organisation is the only voluntary organisation in county that currently receives its funding from all local authorities and Primary Care Trusts in Cambridgeshire. This currently involves the organisation in submitting 11 different funding applications per annum with the resulting monitoring procedures.

6.2 Cambridgeshire County Council and Age Concern have approached all the respective statutory agencies in Cambridgeshire to request that funding be agreed for a period of 3 years and that Cambridgeshire County Council act as the lead agency for all statutory agencies with regards to monitoring and evaluation of the services / activities provided by Age Concern.

6.3 Recommendation

Due to the proposed changes in how the Primary Care Trusts in Cambridgeshire will operate and be managed in future years and the transfer of certain care responsibilities from the Cambridgeshire County Council's Social Services Departments to Primary Care Trusts that funding be retained at its present annual allocation amount and duration.

7. Recommendations

7.1 **Members agree the recommendations set out in both appendix A and B of this report.**

7.2 **Members agree the recommendations set out in section 5.3 and 6.3 of this report.**

BACKGROUND INFORMATION

Grant Aid Applications Received
Grant Aid Capital & Revenue Application Forms
Audit Report into the administration of Grant Aid

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Appendix 'B' Revenue applications						
Organisation Name	Summary of Application	Officer Comments	Request £	Project cost £	Recommended Award £	
1 st Great Paxton Brownies	Grant aid is requested towards costs associated with starting a new Brownie pack in Gt Paxton.	Funds are requested to pay the organisation's census subscription fees to its national organisation, summer trips and weekly activities. The above are all part of the organisation's general operating costs.	500	500	No Award	
73 Squadron Air Training Corps (Huntingdon)	Grant Aid is requested towards costs associated with replacing the organisation's mini-bus.	The organisation has not addressed vehicle depreciation costs in previous years. There are other agencies that can assist with transport provision to meet the organisation's needs without them having to purchase a vehicle of their own.	4,000	18,000	No Award	
Age Concern Cambridge	Please see section 6 of main report.	Award made for 2005/06 £2,410	5,000	90,000	2,750	
AICH	Grant Aid is requested towards the organisation's general operating costs of providing counselling & support to young people between the ages of 14-25 years.	In 2004 the organisation supported 211 young people. This year the organisation has supported 227 young people. Award made for 2005/06 £2,720	7,330	55,290	2,790	

Cambridge Family Mediation Service	Grant Aid is requested towards the organisation's general operating costs and expenses	The applicant provides advice, information & support to couples who are considering separation. During the 12-month period ending September 2005 the organisation saw a total of 629 service users of which 68 were Huntingdonshire residents.	1,000	128,150	600
Cambridgeshire Association of Local Councils	Grant Aid is requested towards the organisation's general operating costs and expenses.	The funds requested from the District Council are matched with contributions from all the other District Councils in Cambridgeshire and subscriptions from Parish Councils. Grant awarded in 2005/06 £2,665	2,750	90,000	2,735
Cambridgeshire Community Foundation	Funds are requested to establish a 'Fund Development Programme', which is also intended to generate privately endowed funds to support voluntary & community organisations in Cambridgeshire.	CCF was established in 2004 by Cambridgeshire County Council and took over responsibility for the county council's small grants programme. If Members wish to support this initiative, restrictions on geographical area of benefit and priority groups supported would have to be agreed prior to any funds being awarded or released.	10,000	75,000	No Award

Care Network	The applicant has requested Grant Aid towards its core operational costs.	The District Council awarded a start up grant of £2,000 to the applicant this year. Care Network was awarded a lottery grant of £159,023 over 3 years, has received funding from CCC to the amount of £5,700 towards core cost plus a contribution of £3,500 from South Cambs District Council. The award made by the District Council was very specific to enable the organisation to get started not to provide long term funding.	1,125	51,080	No Award
Carers UK - Huntingdons hire	Grant Aid is requested towards costs associated with the organisation producing it's 6 times per year newsletter to carers and their families.	Many other organisations that produce newsletters subsidise the publications by selling advertising space, there is no reason why this organisation cannot also do the same.	300	300	No Award
Cats Protection Peterborough & District Branch	The applicant requests Grant Aid funds towards the purchase of a van that will enable the organisation to transport rescued cats and equipment	This organisation has not responded to correspondence sent on 12 December 2005 requesting further information.	1,000	3,000	No Award

Disability Information Service Huntingdons-hire (Benefits Project)	Funding is requested to continue the applicant's benefits advice project, which is currently funded via the National Lottery, which is due to end in June 2006.	The project has received lottery funding for the last 6 years (renewed June 03). The applicant is requesting approximately 40% of the funds from the District Council with the balance requested from Cambridgeshire County Council. The applicant's financial details indicate that its reserves equate to 58% of its annual running costs.	12,214	31,198	No Award
Disability Information Service Huntingdons-hire (DISH)	Funding is requested towards costs associated with the organisation's general operating expenses.	During the period April 04 to March 05 the applicant responded to 1679 enquiries, these figures exclude clients accessing benefits service above. Members awarded a grant of £5,025 in 2005/06 towards the organisation's core operational costs.	6,500	40,643	5,155
Eastfield School Association	Grant Aid is requested towards costs associated with the replacement of the current gymnastics equipment & large climbing frame with more attractive equipment.	The aim of the proposed new equipment is to encourage young people to participate more in physical exercise. The cost of providing the equipment rests with other educational statutory agencies.	500	2,500	No Award

Eaton Socon Young Cricketers	Grant Aid is requested towards the purchase of a portable practice cricket net	The Eaton Socon Cricket Club is the only cricket club in St Neots offering junior cricket to Primary & Secondary school boys & girls. If Members agree this request, funding should be linked to participation with the Council's Leisure Development Programme.	500	776	260
Ellington Playing Fields Association	Grant Aid is requested towards costs associated with the replacement of the playing field goal posts and resurfacing of the tennis courts.	If Members agree this request, funding should be linked to participation with the Council's Leisure Development Programme. The facilities are well used by local residents of all ages and links into the Council's healthy population priorities.	1,789	7,156	1,789
Friends of Fourfields	Grant Aid is requested towards costs associated with installing a stage at the school.	The responsibility for providing such equipment rests with other statutory agencies.	1,700	3,700	No Award
Great Paxton Mini Soccer	Grant Aid is requested for costs associated with the purchase of new football equipment.	The football club has been operating for 4 years. The Council has assisted the start up of youth soccer clubs, but has not supported their ongoing costs.	600	800	No Award

Holme Afternoon Tea Club	The HAT Club aim to create an opportunity for retired folk from the village of Holm to meet once a month. Grant Aid is requested towards the purchase of comfortable seating.	The Hat Club has been operating for 3 months and has an average attendance of 35 people. The grant requested from HDC represents 50% of the total cost. The balance is being requested from Cambridgeshire County Council. The Village hall already has chairs.	1,250	2,500	No Award
Huntingdon Fencing Club	Grant Aid will enable the fencing club to purchase new specification clothing to meet health & safety standards required by this sports governing body from 1-1-06	Grant Aid will enable the fencing club to purchase new specification clothing to meet health & safety standards required by governing body from 1-1-06. If Members agree this request, funding should be linked to participation in the Council's Leisure Development Programme.	800	4,500	800
Huntingdon Independent Advice Centre/CIAC	Grant Aid is requested to enable the organisation to employ another specialist adviser and additional administrative support at its St Neots office and work at Huntingdonshire County Court.	The District Council already provides significant funding to the CAB service in Huntingdonshire. This would be a duplication of funding.	50,897	241,567	No Award

Huntingdon Shopmobility Scheme	Please see section 5 of main report	20,000	48,788	20,000
Hunts World Development Group	Grant Aid is requested to support Third World projects.	500	500	No Award
Long Reach Lake Water Sports Club	Grant Aid is requested towards costs associated with replacing a jetty used for boat mooring.	15,000	50,000	No Award
St Neots Hockey Club	Grant Aid is requested towards costs associated with forming a new team for this season (4th ladies team)	550	800	No award
St Neots Holidays at Home	Funding is required to support leisure activities for young people aged 7-13 years during the schools summer holiday break. The service is aimed at low-income families who cannot afford to take their children away on holiday.	1,000	22,000	1,000

The Bridge Money Advice Centre	Grant Aid is requested towards the organisation's general operating costs and enables the organisation to expand its service from 25 clients to 75 clients per annum.	As stated previously in this report the Authority already provides substantial funding to the CAB service. The service provided by the applicant is a duplication of existing provision.	10,000	33,200	No Award
Vitalise	Funding is requested towards providing planned breaks for disabled people and their carers at the organisation's 5 dedicated centres	To date 14 Huntingdonshire residents have spent a total of 32 weeks at the organisation's centres. Service users pay a fee but this is subsidised by the organisation to the amount of £342 per guest per week. The organisation operates a first come policy on facility allocation therefore there is no guarantee that those in most need benefit.	2,867	11,469	No Award
Totals			159,672	1,018,417	37,879

Appendix 'A' Capital applications						
Organisation Name	Summary of Application	Officer Comments	Request £	Project cost £	Recommended Award £	
Brampton Parish Church	Grant Aid is requested towards upgrading the church's parish hall.	Fails to meet eligibility requirements for consideration, as there is already an existing meeting place in Brampton.	25,000	150,000	No award	
Catworth Village Hall Committee	Grant aid is requested towards costs associated with repairs and improvements to the village hall.	Members first approved £5,698 for this project in 2004-05. £598 was paid in advance for emergency repairs leaving a balance of £5,100. Costs have increased and the applicant has requested additional financial support. The maximum amount available is £19,302	25,000	360,000	19,300 Priority 1 & 2	
Farcet Parish Council	Grant Aid is requested towards costs associated with developing a children's play area in the village	At present the village has no play facilities. A local resident has provided land for the play area. There have been a number of ASBOs placed on young people in Farcet; the lack of local facilities has been identified as a major factor.	25,000	33,500	22,300 Priority 3	

Godmanchester Rovers Football Club	Grant Aid is requested towards costs associated with building a new clubhouse.	Members will recall that when the club moved to this present site 6 years ago, the Authority made a grant award of £20,000 the maximum then available towards floodlighting for the football ground. The club has indicated in its application that it has requested £250,000 from the Football Foundation. Officers have been informed that this application was not successful but are awaiting official confirmation.	25,000	300,000	Up to 5,000 Subject to positive decision by Football Foundation Priority 5
Great Paxton Recreation Ground	Grant Aid is requested towards costs associated with a youth shelter.	There is no indication of any financial support for this project from either the Recreation Ground Trust or Parish Council.	4,697	4,697	No Award
Great Paxton Recreation Ground	Grant Aid is requested towards the provision of a hard surface activity area.	The facility would target the needs of teenage youth for who there are currently no suitable facilities at the recreation ground. Both the Parish Council and Recreation Ground Trust support this project financially.	25,000	58,000	14,500 Priority 3

Holywell-cum-Needingworth Parish Council	Grant Aid is requested towards the cost of installing a 12m x 22m ball court at the playing field.	The Parish Council has agreed to allocate £6,000 to the project. The balance of the funds will come from HDC and other trusts.	25,000	60,000	15,000 Priority 4
Little Paxton Village Hall Management Committee	Grant Aid is requested towards costs associated with extending the village hall to provide new toilets, disabled toilets, internal storage, CCTV system and repairs to the main hall floor.	Not all of the items that funding is requested for meet the authority's eligibility criteria. The disabled toilet facilities are high priority whilst the other items are low priority. The individual breakdown of costs are: - New toilets £5,500 / Disabled toilets £2,000 / Internal Storage £1,800 / CCTV system £1,750 / Floor repairs £6,000 / General Building alterations £73,000	20,000	90,000	Disabled toilets £1,333 (66% of cost) Priority 1 New Toilets £1,375 (25% of cost) Priority 5 Floor repairs £1,500 (25% of cost) Priority 5 Total 4,208
The Gransdens Lawn Tennis Club	Grant Aid is requested towards costs associated with the refurbishment of the tennis courts	The Tennis Club currently has 250 members. Any Grant Aid award would be made conditional upon the club participating in the Authority's Leisure Development Tennis Sport Programme.	6,000	20,000	5,000 Priority 4

Yaxley Methodist Church	Funding is requested to improve toilet facilities and provide an accessible entranceway and upgrade the church kitchen facilities.	As there are already public meeting places in Yaxley the application fails to meet the authority's eligibility criteria.	10,000	50,000	No Award
Total			190,697	1,086,197	85,308

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