

Report by: Cambridgeshire Community Foundation

To: Area Committee – West and Central, 26th April 2012

Wards: Market, Newnham and Castle.

Community Development and Leisure Grants 2012-13

1. Introduction

This report reminds members of the process for the allocation of Community Development and Leisure grants by Area Committees, confirms the funds available, seeks approval for applications which have been assessed and lists further applications which are still under review.

The application process has been managed by Cambridgeshire Community Foundation (CCF) since April 2009. CCF advertise available funds; support potential applicants; assess applications; present recommendations to Area Committees; advise applicants of Area Committee decisions; make grant payments and seek feedback and monitoring from the funded projects. CCF does not therefore make decisions on the grants awarded from the Area Committee funds.

2. Recommendations

2.1 To consider the grant applications and agree recommendations detailed below.

Current Applications. Available: £8,400			
CCF ref	Group	Project	Offer
WEB 45046	Cambridge and County Folk Museum	to work with community groups to create special bunting based on people's memories of street parties.	£1,000
WEB 45254	St Augustine's Church	to help fund a full programme of talks, concerts and social events for the local community.	£2,000
WEB 45397	Friends of Histon Road Recreation Ground	to run a one day community event.	£2,261
Total			£5,261
Remaining			£3,139

3. Background

There is a total of £84,000 Area Committee funding available in 2012-13. £55,000 is from the Community Development grants budget and £29,000 is from the Leisure grants budget. These budgets have been merged and allocated to each area committee in accordance with population and poverty calculations.

2012-13		
Committee	%	£
North	37.8	31,752
South	20	16,800
East	32.2	27,048
West Central	10	8,400

4. West/Central Area Committee 2012-13 Current Applications

4.1 Funding allocated to date: none

4.2 Grant application background information

West/Central Area Committee 2012-13 grants		CCF ref WEB45046
Applicant: Cambridge and County Folk Museum		Ward(s) : Castle
Purpose of group: The museum aims to interpret the history and way of life of the people of Cambridge and Cambridgeshire through its collections and other resources for the education and delight of all.		
Project: to work with community groups to create special bunting based on people's memories of street parties.		
Breakdown of costs: 2 reminiscence sessions undertaken by 1 member of staff £200; 20 volunteers to support project work (in kind contribution towards project) £50 per day; Artist £300; Street party £200; Education room display £100; Bunting production £200.		
Total cost: £2,000.00		Requested: £1,000.00
Expected benefits or outcomes as a result of funding as described by the applicant: The benefits we hope to achieve are the ability to unite two communities who have memories of the same event but who come from extremely different backgrounds. There will also be the outcome of visitors to the museum's tea room sharing those memories and experiences. Visitors of all ages will be able to see the displays and memories within the museum and continue to contribute to them as well as participating in the creation of the bunting. The "street party" will be able to include many generations of differing communities and thereby celebrating their shared history. Number of beneficiaries: 500		

Background information: The local community will be encouraged to drop in to the Museum tea room to note down their memories of street parties/national celebrations. Staff and volunteers will deliver 2 reminiscence outreach sessions based on street parties and celebrations. Memories will be collected on a digital recorder. A local artist will be commissioned to work with the Museum's craft group to create special 'memory' bunting (this will include images of celebrations printed onto bunting). A display of memories and photographs will be exhibited in the Museum Education Room. Bunting will be unveiled at a 'street' party to which the Community groups will be invited. Bunting displayed in the Museum during 'Big Weekend' 7-8th July. Those undertaking the outreach reminiscences sessions will come from the elderly community as well as a Chinese community who use English as a second language. The issues they face are their frailty as well as their lack of confidence to speak about their past.

CCF Comments: Creative project which may engage with new audiences. As area Committee money sought need to ensure majority of participants are from West/Central.

Previous funding from this Area Committee: New applicant.

CCF recommendation: £1000 subject to the two communities selected to be part of the reminiscence sessions being residents of West/Central

West/Central Area Committee 2012-13 grants		CCF ref WEB45254
Applicant: St Augustine's Church	Ward(s) : Castle	
<p>Purpose of group: The church seeks to serve the spiritual and other needs of the community in this part of north west Cambridge. One of its principal aims is to work with local residents' associations and voluntary bodies to provide a programme of events to which all are welcome : this includes talks, concerts and other events at the church hall for which there is no entry charge or a nominal one only. It forms part of our mission to develop the church as a centre for the local community : already it offers a venue for about 20 local groups meeting regularly throughout the week. The majority of the groups are in effect subsidised by church members through reduced rents for the hire of the hall. The Friday Nights at St Augustine's events programme fits within that general mission.</p>		
<p>Project: to help fund a full programme of talks, concerts and social events for the local community.</p>		
<p>Breakdown of costs: Fees and travel £1,500.00; Refreshments £600.00; Hall rents £600.00; Publicity - posters and flyers for each event plus cost of autumn and spring programmes £800; Licence £20; catering materials £30.</p>		
Total cost: £3,550.00	Requested: £2,000.00	

Expected benefits or outcomes as a result of funding as described by the applicant: “We aim to build up the community here in this part of Castle, providing a resource and a venue to which all are welcome. In introducing people to neighbours and to activities locally, we are developing a community which is active and inclusive, and which is willing to share its talents and skills with others. In reducing isolation amongst the elderly and more transient residents, we are also addressing issues that are difficult for local authorities to tackle alone. A community which is confident enough to take responsibility as well as to seek support is our principal objective, and we are assured that this programme of events has a real contribution to make to that end”. **Number of beneficiaries: 1500**

Background information: Over two years, average attendance at Friday Night talks has risen from about 20 to 75, and newcomers are evident at each talk. Similar numbers are typical now at concerts and social events, and there has been an evident increase in numbers at associated activities such as the monthly community lunch and in the number of groups using or seeking to use the community hall and facilities.

The area is home to many elderly people and others who are here temporarily who can feel isolated as a result of living alone or carrying some disability. The programme of events seeks to involve them directly but also introduces them to neighbours and activities of which they may be unaware. Our no entrance fee policy is designed to encourage access irrespective of age and income.

CCF Comments: Extracts from the monitoring for the 11/12 programme shows the positive impact of the programme with 1300 benefiting (the cumulative attendance at programme events) in 11 talks, 5 concerts and 2 social events. The talks ranged over a variety of subjects from sustainable design to the Spanish Civil War to German music.

Anon case study Mr and Mrs X live locally and are retired. They had little involvement in the local community prior to the Friday Nights programme coming on stream. They are now regular attendees, delighted to have the opportunity to come out in the early evening to hear a stimulating talk or presentation, meet other people and hear about other events on offer, and have themselves suggested other topics for future series. They have limited resources so the free entrance policy is crucial.

Previous funding from this Area Committee: £200 in 08/09 for Friday night talks; £500 in 08/09 for a holiday club; £410 in 08/09 for concerts; £1,500 in 10/11 to fund a series of events; £2,000 in 11/12 to fund a series of events.

CCF recommendation: £2000

West/Central Area Committee 2012-13 grants	CCF ref WEB45397
Applicant: Friends of Histon Road Recreation Ground	Ward(s) Castle
Purpose of group: To improve, conserve, support and protect Histon Recreation Park for the use and enjoyment of the public. To provide an opportunity for members of the Friends to meet and socialise.	

Project: to run a one day community event	
Breakdown of costs: Refreshments £30; PI insurance £100; Temp event notice £21; Workshops £175; marquee hire £820; Local Musicians/dance groups £500; Amplification £250; prizes £15; Materials £50; Banners £210; Posters/Postcards £40; Contingency £50.	
Total cost: £2,261.00	Requested: £2,261.00
Expected benefits or outcomes as a result of funding as described by the applicant: The aim is to encourage responsible use of the park, to bring all sections of the community together in a local public space and to promote the importance of this green space. We are looking to promote a stronger, more inclusive local public space, as well as promote the groups aims, which is to enhance, support and develop the recreation ground. Number of beneficiaries: 200	
Background information: It will be a free event which will be open to all local people and park users. We wish to run a mix of activities and music for the afternoon aimed children and people of all ages. We are looking to involve local community music and activity groups including circus skills & folk band.	
CCF Comments: Positive feedback on the summer event last year with est 200+ attending highlighted “greater awareness of the importance of the park and its diverse community of users... and better cohesive relations between the Arbury and Castle Ward”. The plan to include Local Musicians/dance groups and requirement for hard flooring in marquee increase the costs from prior year.	
Previous funding from this Area Committee: £710 in 06/07 to make bird boxes; £69 in 08/09 for admin costs; £278 in 08/09 for admin costs; £1,165 in 10/11 for a community event; £1,500 in 11/12 for a community event.	
CCF recommendation: £2,261	

BACKGROUND PAPERS and research used in the preparation of this report:

Grant applications.

Monitoring from previous grant awards.

Telephone interview.

To inspect these documents contact Marion Branch on 01223 410535 or marion@cambscf.org.uk

Appendix 1

Area Committee Grants – Process and Criteria 2012-13

The following document was circulated to members recently and is attached to this report for reference.

1. Budget

There is a total of £84,000 Area Committee funding available in 2012-13.
 £55,000 is from the Community Development Grants budget.
 £29,000 is from the Leisure Grants budget.
 These budgets have been merged and divided between the area committees in accordance with population and poverty calculations.
 The amount available for each area is as follows:

Committee	%	£
North	37.8	31,752
South	20	16,800
East	32.2	27,048
West Central	10	8,400

2. Committee Reports

There will be two rounds for applications to be presented by Cambridgeshire Community Foundation at committees in 2012:

Committee	Round 1		Round 2	
	Application Closing date	Committee Date	Application Closing date	Committee Date
North	31st March 2012	17 th May 2012	30 th September 2012	22 nd November 2012
South	31st March 2012	10 th May 2012	30 th September 2012	12 th November 2012
East	31st March 2012	12 th April 2012	30 th September 2012	18 th October 2012
West Central	31st March 2012	26 th April 2012	30 th September 2012	1 st November 2012

Although the Cambridgeshire Community Foundation is unable to attend Chair's briefings for the above committees they are happy to answer any questions at any time. Prior to briefings assessed applications will be accessible via a password protected area on their website and members will be given access to review applications and raise questions prior to committee meetings.

If the Cambridgeshire Community Foundation is unable to attend a committee for any reason an officer from the Grants & Voluntary Sector Support Team will cover wherever possible.

3. Chair's and Officer's Action

In between the above rounds grants, if justified new applications cannot wait until the next round, they will be considered, in line with the Council's constitution, by:

- Officer Action (the Council's Grants Manager) for awards up to £2,000
- Chairs Action for awards £2-£5k

The Chair's Action process is where a recommendation for an award is £2-£5k the report will be sent to Chairs and Spokes of the appropriate committee by CCF following consultation with the Council's Senior Grants Officer. The Chair and Spokes will be expected to respond within 5 working days either approving the award, asking for further information, or rejecting the award, giving reason for rejection. If no response it received the recommendation will stand.

The Officer's Action process is where a recommendation for an award is up to £2k the report will be sent to the Grants Manager to respond within 5 working days either approving the award, asking for further information, or rejecting the award, giving reason for rejection. If no response it received the recommendation will stand.

All awards made by Chair and Officer Action will be included in the next report to committee.

4. Criteria for Grants

Community Development and Leisure grants both have budgets specifically devolved to area committees for local projects. The policy decision for this dates back to Community Development and Leisure Scrutiny Committee 24 March 2005.

The criteria for awarding area committee grants mirrors the Community Development and Leisure grants strategies and priorities (attached as appendix 1) but also gives flexibility for area committees to decide to on area priorities and to award grants for both for capital or revenue expenditure. Themes for 2012-13 will include the Diamond Jubilee and the Olympics.

The money is to enable projects that provide services or activities to benefit people living in one of the four areas of Cambridge City (North, South, East, West/Central). Priority will be give to projects that are aimed at those people whose opportunities are restricted by disability, low income or discrimination.

5. Eligibility to apply

Applications are invited from community groups and voluntary organisations which:

- are independently set up for charitable or philanthropic purposes
- have a constitution or set of rules defining aims and procedures and decide policy and overall management practice through a committee of elected, unpaid volunteers
- meet the needs of Cambridge residents and are open to all eligible users
- have structures in place to manage affairs efficiently, hold regular meetings to plan and monitor activities, keep minutes and circulate information to group members
- involve members and users in policy-making and in management and recruit and support volunteers, where appropriate
- meet the legal responsibilities of an employer and adopt appropriate health and safety policies and practices including child and vulnerable adult protection measures, if appropriate
- adopt good environmental and equal opportunities practices
- keep proper financial records and show that financial help is needed.

Groups, which are actively working towards meeting these conditions, may be considered for funding as well as

- groupings of local residents able to meet basic accountability requirements.
- partnerships of constituted group(s) and local residents.

(Organisations are not eligible if they are set up and/or managed wholly or partly by a statutory organisation; seek a grant for religious instruction or worship; operate for private gain or are connected with any political party or are involved in party politics.)

6. Awards

- There is a £5,000 limit on application and grant award levels for any organisation.
- Grants cannot be made retrospectively.
- Councillors will be asked to consider and decide on applications in two area committee cycles a year. Grants may be made between meetings if the applicants can demonstrate that they are unable to wait for the next scheduled grants meeting and will be processed via a Chair's/Officer's Action process.
- Groups receiving a grant will need to provide feedback on how they spent the money and the impact it has made.
- At the end of December 2012 the area committee funds are merged with the main grants budget to enable flexibility to spend the budget on appropriate grants to voluntary organisations.

7. Management of Area Committee Grants

The Community Development Service Review and Strategy 2009-12 went to the Community Services Scrutiny Committee on 15th January 2009. A part of this review focussed on Area Committee Grants - primarily on areas where there are internal and external factors driving the need for change and where there is scope to deliver services more efficiently and effectively. It was agreed to increase the range and availability of funding opportunities for voluntary organisations in partnership with the Cambridgeshire Community Foundation (CCF).

Community Development worked closely with Cambridgeshire Community Foundation and a Service Level Agreement was implemented enabling CCF to manage the area committee grant process from April 2009- 2012. This has been extended for a further year until March 2013.

CCF advertise available funds; support potential applicants; assess applications; present applications to an independent grant panel with local knowledge which will make recommendations for awards; present recommendations to Area Committees; advise applicants of Area Committee decisions; make grant payments and seek feedback and monitoring from the funded projects.

8. Cambridgeshire Community Foundation

Cambridgeshire Community Foundation was established in 2004 as a charity (number 1103314) and limited company (number 04998990) to benefit communities particularly, although not exclusively, in Cambridgeshire.

Their vision is: 'effective giving, thriving communities and enriched lives'. Their purpose is to be the hub for community philanthropy in an area – inspiring and supporting giving that strengthens communities and enriches local life.

A board of trustee directors, chaired by Mr Peter Gutteridge, governs the Cambridgeshire Community Foundation, and a small team of staff led by their Chief Executive, Jane Darlington, oversees day-to-day activities.

Individuals, families and companies can set up a named philanthropic fund at the Community Foundation to support community needs identified and/or particular causes that match donors' interests. They match applications from groups and individuals to the funds held, and advise donors to ensure their giving is effective. They handle all the administration and ensure all gifts are tax efficient. Many of the funds are held within their endowment, which is invested to maximise resources for grant-making and operations now and in the future. They also manage 'flow-through' funds where donors give amounts annually.

Since 2004 they have distributed just under £5 million in grants and built a unique knowledge of local charitable projects. This expertise has been recognised by the Lottery, National and local Government, Comic Relief, and household names such as Mars and Microsoft, all of whom have commissioned them to distribute money on their behalf.

Their supporters, who include private individuals and companies such as Cheffins, Ridgeons, Marshall, Mills & Reeve, Bidwells and AmeyCespa (previously Donarbon), have chosen Cambridgeshire Community Foundation to help with their charitable giving for a variety of reasons. Some wish to keep their identity private, others wish to cut down on the administration time and the majority seek their knowledge to inform where the needs are greatest.

9. Community Initiatives Funding

For those groups that are new, developing and non-constituted the Grants Manager manages applications through a Community Initiatives process. These groups are unable to apply via the Cambridgeshire Community Foundation so a small amount of area committee funding is decided at officer level for initiatives where a group of residents come together to make an idea happen. These groups are also given other support in their development as required.

10. Neighbourhood Youth Work Funding

There is a neighbourhood youth work fund of £16,690 for work, which will be commissioned by Community Development officers, to be delivered in local areas and undertaken by voluntary organisations. This was established to eliminate multiple bids by larger organisations to the area committees and to take a more coordinated approach to the allocation of funds for youth projects across the areas.

11. How to apply

For **Area Committee Grants**, constituted organisations can apply using the online application form accessed through the Area Committee Grants page on the Cambridgeshire Community Foundation website – link below

www.cambscf.org.uk/area-committee-grants.html

Groups wishing to discuss their project or funding request should contact Marion Branch at Cambridgeshire Community Foundation on 01223 410535

For organisations/groups without a constitution or governing document:

Groups will need to apply via **Community Initiatives Grants**. Contact Elaine Shortt in the Council's Grants & Voluntary Sector Support Team who will discuss the project and process with those smaller groups.

Tel: (01223) 457968

Email: elaine.shortt@cambridge.gov.uk

Appendix 1 – Community Development & Leisure Priorities relating to Area Committees

Community Development

Community Activities

1. Activities which support **children and young people and families experiencing disadvantage:**

- to provide children and young people with opportunities to participate in positive activities, engage in democratic processes, and improve the quality of life in neighbourhoods
- to meet the needs of children and young people in the areas of growth or demographic change

2. Activities which support

- **BME groups**
- **people with disabilities**
- **LGBT groups**
- **women** lacking opportunities to live safe and fulfilling lives
- **community cohesion** - activities helping people from different backgrounds to integrate into the Cambridge community and to get on well together

3. Activities which support **older people** to live socially and physically active lives.

Consideration will be given to specific activities and services that enable those groups and individuals to participate in their communities and improve their own well-being. Activities must include one or more of the following:

- supporting those who are disadvantaged by low income/ disability/ discrimination
- proposals that enable people to participate in decisions and influence the services that affect their lives
- bringing people together to identify common issues and to bring about change
- investigating local needs and developing responsive projects
- increasing the awareness of and celebrating the city's cultural diversity

It is not for personal care services, proselytising or worship or services which are the responsibility of other statutory agencies

2. Social and Economic Deprivation - projects, services or activities which promote **Economic Inclusion**. Supporting organisations that help individuals to overcome barriers to participation in the City's economy. Support, advice and guidance for workless people and those at the risk of worklessness to gain the confidence, motivation, skills and qualifications to engage in rewarding employment or entrepreneurial activities.

3. A Growing City - enabling voluntary and community activity in new communities on fringe sites to flourish and to support the integration with neighbouring parts of the city.

- Community development activities in new developments in the City (see Community Activities above for the type of activities eligible for funding).
- Building capacity in and making links with adjoining neighbourhoods where development is taking place

Leisure

1. Improve access to leisure activities

A targeted approach to improving access to arts and sports for city residents who currently have restricted access, particularly including:

- Minority Ethnic Groups
- People with disabilities
- People on low incomes
- Children, young people and older people at risk of exclusion from leisure opportunities

2. Enhance the City's cultural offer

Arts and sports activities that enhance Cambridge's cultural offer by doing some or all of the following:

- Celebrating Cambridge's cultural identity or local traditions
- Benefiting the local economy
- Reflecting the city's creative reputation through being new, innovative, and ambitious
- Promoting environmental sustainability
- Celebrating the London 2012 Olympic Games and supporting the aims of the City's Olympic Action Plan (available from www.cambridge.gov.uk/olympics)

3. Encourage and support local neighbourhood arts and sports activities that enhance current provision and are for the benefit of local residents