

**Agenda Item No:**

**Report to:** Charity Committee

**Date of Meeting:** 25 March 2013

**Report Title:** Update on Unsolicited Grants and Events Grants

**Report By:** Sandra Garner - Chair - Foreshore Trust Grants Advisory Panel

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**Purpose of Report**

1. To seek approval from the Charity Committee of the draft "Protocol for Unsolicited Grants" (as attached to this Report), and to inform the Charity Committee of concerns that the Grants Advisory Panel (GAP) has in relation to this Protocol.
2. To seek approval from the Charity Committee of proposed parameters and timetabling for the Events Grants programme in 2013-14.

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**Recommendation(s)**

1. **That the Charity Committee approves the draft "Protocol for Unsolicited Grants" and notes the concerns of the GAP.**
2. **That the Charity Committee approves the proposed parameters and timetabling for the Events Grants programme in 2013-14.**

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**Reasons for Recommendations**

1. The Special meeting of the Charity Committee, the Protector, GAP members, and Council Officers held on 8 November 2012 requested that a "Protocol for Unsolicited Grants" be drawn up and presented for approval to the Charity Committee at its meeting on 25 March 2013.
2. The Council's Head of Amenities, Resorts and Leisure has identified an approved budget of about £20,000 in the Foreshore Trust's Business Plan 2013-14, and requested that the GAP propose a process for handling requests for funding, and consider a timetable for distributing funds from this budget.

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## Introduction

### Unsolicited Grants

#### Background

1. After a period of clarification regarding what would be required of the Grants Advisory Panel (Gap) in terms of Unsolicited Grants that fall outside of the agreed Small Grants programme, a meeting was held on 8 November 2012 between the Foreshore Trust Trustees, the Protector, the Grants Advisory Panel, and Council Officers.
2. At this meeting, it was agreed that: -
  - a) It is for GAP to advise only on the credibility of an application and the applicant organisation, and then to pass this to the Charity Committee who would assess availability of any funding and make the final decision; and
  - b) The Head of Regeneration and Planning Policy would draw up and circulate a draft Protocol and template forms to the GAP for their consideration, in time to present these to the March meeting of the Charity Committee.
3. At a meeting of the GAP on 6 March 2013, a draft Protocol was considered, and agreed for submission to the Charity Committee as attached.
4. At the same meeting, the GAP resolved to submit the following points of concern and requests to the Charity Committee: -
  - a) In the absence of a ring fenced budget, formalised rounds of Unsolicited Grants programmes, and the advertising of the Unsolicited Grants, there would be no parameters against which to consider applications. There would also be an absence of criteria with which to assess the merits of one application against another; and
  - b) The GAP would want its involvement within the Protocol as described in Section 2, last paragraph of the Minutes of the meeting of 8 November 2012 to be limited just to that description and no further; and
  - c) That the involvement of the Council's Head of Finance be integral to the Administration Officer assessment of an Unsolicited Grant application in order to determine whether there might be sufficient funds to meet the request before it is submitted to the GAP for consideration.

### Events Grants

#### Background

1. At its meeting on 6 March 2013, the GAP was asked, at short notice, to consider how it might process rounds of grant funding for events as identified in the Trust's Business Plan 2013-14.

2. As a general principle, the GAP agreed that it would treat the Events Grants in exactly the same way as it does the Small Grants, using the same forms, processes, and assessment methodologies. The criteria that would determine the types of recipients and the purposes of the Events Grants, these having already been submitted to the GAP by the Council's Head of Amenities, Resorts and Leisure for the GAP's reference at this meeting.
3. Also as a general principle, the GAP agreed that it could process applications for approval by the Charity Committee in tandem with its assessment of annual Small Grants applications.
4. The GAP noted that there was an urgency about the 2013-14 programme in order to try to accommodate the 2013 summer season. The Gap considered this and suggests the following timetable for 2013-14 only.
  - i) Publication of an advertisement publicising the availability of Events Grants in the Observer and the HVA News - end of April 2013.
  - ii) Deadline for submission of applications to the Council's Administrator - end of May 2013.
  - iii) GAP to consider all applications and make recommendations to the Charity Committee - mid-June 2013.
  - iv) Special Charity Committee meeting to consider the Gap's recommendations - July 2013.
5. The GAP also asked the Charity Committee to consider the following criteria for considering applications from the Events Grants: -
  - a) That the Fund be used as a means to try to extend events activity on the Foreshore beyond the core summer season into the autumn and the winter.
  - b) That a maximum of £2,000 per award be set.
  - c) That applications for funding from the Events Grants be excluded from consideration under the Small Grants if the application is for the same event.
  - d) That the Charity Committee notes that it is proposed that religious events be excluded from being funded under the Events Grants, but that projects that promote religious or racial harmony, or equality and diversity are permissible in the criteria set by the Charity under the Small Grants programme.

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## Wards Affected

Castle, Central St. Leonards, Old Hastings, West St. Leonards

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## Area(s) Affected

None

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## Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	No
Crime and Fear of Crime (Section 17)	No
Risk Management	No
Environmental Issues	No
Economic/Financial Implications	No
Human Rights Act	No
Organisational Consequences	No
Local People's Views	No

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## Background Information

- Appendix A - Draft Protocol for Unsolicited Grants
- Appendix B - Application Form for Unsolicited Grants
- Appendix C - Guidance for Unsolicited Grants applicants
- Appendix D - Application Form for Events Grants
- Appendix E - Guidance for Events Grants applicants

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## Officer to Contact

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