

# Public Document Pack



## NOTICE OF MEETING

<b>Meeting</b>	Executive Member for Culture, Recreation and Countryside Decision Day
<b>Date and Time</b>	Thursday 15 June 2017 at 2.00 pm
<b>Place</b>	Chute Room, Ell Court, The Castle, Winchester
<b>Enquiries to</b>	members.services@hants.gov.uk

John Coughlan CBE  
Chief Executive  
The Castle, Winchester SO23 8UJ

## FILMING AND BROADCAST NOTIFICATION

This meeting may be recorded and broadcast live on the County Council's website. The meeting may also be recorded and broadcast by the press and members of the public – please see the Filming Protocol available on the County Council's website.

## AGENDA

- 1. BYWAYS - TRAFFIC REGULATION ORDER 2016 / 17 - PROPOSAL TO ADVERTISE 'INTENTION' TO MAKE TRAFFIC REGULATION ORDERS** (Pages 3 - 12)  
  
To consider a report of the Director of Culture, Communities and Business Services seeking approval to advertise the intention to make Traffic Regulation Orders.
- 2. GRANT FUNDING FOR CULTURE AND COMMUNITY ORGANISATIONS 2017/18** (Pages 13 - 24)  
  
To consider a report of the Director of Culture, Communities and Business Services seeking approval for grant funding to cultural, recreational and community organisations across Hampshire.
- 3. COMMUNITY BUILDINGS CAPITAL FUND 2017/18 (REQUESTS FOR £25,000 AND UNDER)** (Pages 25 - 38)  
  
To consider a report of the Director of Culture, Communities and Business Services seeking approval for grant funding from the Community Buildings Capital Fund 2017/18.

**4. NATIONAL LIBRARIES TASKFORCE: NEW VISION FOR LIBRARY SERVICES IN ENGLAND** (Pages 39 - 44)

To consider a report of the Director of Culture, Communities and Business Services regarding the National Libraries Taskforce.

**5. REVIEW OF OUTSIDE BODY APPOINTMENTS BY THE EXECUTIVE MEMBER FOR CULTURE, RECREATION AND COUNTRYSIDE** (Pages 45 - 60)

To consider a report of the Director of Culture, Communities and Business Services reviewing the process for making outside body appointments within the Culture, Recreation and Countryside portfolio.

**6. APPOINTMENTS TO OUTSIDE BODIES AND STATUTORY COMMITTEES** (Pages 61 - 64)

To consider a report of the Director of Transformation and Governance making appointments to statutory joint committees and outside bodies.

**ABOUT THIS AGENDA:**

**On request, this agenda can be provided in alternative versions (such as large print, Braille or audio) and in alternative languages.**

**ABOUT THIS MEETING:**

**The press and public are welcome to attend the public sessions of the meeting. If you have any particular requirements, for example if you require wheelchair access, please contact [members.services@hants.gov.uk](mailto:members.services@hants.gov.uk) for assistance.**

County Councillors attending as appointed members of this Committee or by virtue of Standing Order 18.5; or with the concurrence of the Chairman in connection with their duties as members of the Council or as a local County Councillor qualify for travelling expenses.

## HAMPSHIRE COUNTY COUNCIL

### Decision Report

<b>Decision Maker:</b>	Executive Member for Culture, Recreation and Countryside
<b>Date:</b>	15 June 2017
<b>Title:</b>	Byways – Traffic Regulation Order 2016 / 17 - Proposal to advertise 'intention' to make Traffic Regulation Orders
<b>Report From:</b>	Director of Culture, Communities & Business Services

**Contact name:** Jo Heath

**Tel:** 01962 847717

**Email:** jo.heath@hants.gov.uk

#### 1. Executive Summary

- 1.1. The purpose of this paper is to seek authority to advertise 'intention' to make Traffic Regulation Orders on Bentworth Byway Open to All Traffic (BOAT) Nos. 23, 27 & 28, Wield BOAT Nos. 17, 19 & 20, Selborne BOAT No 67 & Worldham BOAT No 38, as shown on the attached plans (Appendix D), under section 1 of the Road Traffic Regulation Act 1984.
- 1.2. This paper seeks to provide the Executive Member with the necessary information to determine whether to give authority to advertise the Council's intention to make the aforementioned Traffic Regulation Orders and begin the formal consultation.

#### 2. Contextual Information

- 2.1. In 2013, concerns were raised about the deteriorating surface of some byways by legitimate legal users using routes that could not sustain the volume / weight or, in some cases, users that were purposely attempting to make the surface more challenging. On the 4 October 2016 a report was submitted seeking approval from the Executive Member Culture, Recreation and Countryside to instigate an approach to managing the 10 Byways Open to All Traffic.
- 2.2. The Decision Recorded on 6 December 2016<sup>1</sup> approved the proposed approach and the commencement of the Traffic Regulation Orders for these Byways. This included authorisation to; undertake informal consultation (5.1) and the production of this paper post consultation which seeks authorisation to advertise our intention to make an order (5.2.i).

---

1

[http://www3.hants.gov.uk/councilmeetings/advsearchmeetings/meetingsitemdocuments.htm?sta=&pref=Y&item\\_ID=7960&tab=2&co=&confidential](http://www3.hants.gov.uk/councilmeetings/advsearchmeetings/meetingsitemdocuments.htm?sta=&pref=Y&item_ID=7960&tab=2&co=&confidential)

- 2.3. An informal consultation was carried out from 26th October 2016 to 23rd November 2016 outlining proposals. We received 35 replies, 10 negative, 10 supporting and 15 who were concerned about access to properties and land. As this proposal directly effects the rights of users, particularly motorised vehicle users, the negative comments were mainly associated with the prevention of access, maintenance standards and impact on other users i.e. carriage riders, horseriders etc. Many of these comments have been resolved through clarification. It is likely that those issues identified by motorised uses will form objections within the formal consultation, which will be the next stage of this process.
- 2.4. A summary of the comments and questions from those who replied to the informal consultation along with the responses given, is attached in Appendix C.
- 2.5. Following the assessments and consultation, the recommendations for future sustainable management of these routes are:-

<p><b>Group B - It is proposed to impose a permanent restriction against all motorised users with 3 wheels or more, under section 1 of the Road Traffic Regulation Act 1984.</b></p> <p><b>Group C - It is proposed to impose a permanent restriction against all motorised users, which can be properly justified under section 1 of the Road Traffic Regulation Act 1984.</b></p>	<p><b>Byway Open to All Traffic:</b></p> <p>Bentworth 23</p> <p>Bentworth 27</p> <p>Bentworth 28</p> <p>Wield 19</p> <p>Wield 20</p> <p><b>Byway Open to All Traffic:</b></p> <p>Wield 17</p> <p>Selborne 67</p> <p>Worldham 38</p>
---	---

N.B Groups 'as indicated' in previous related papers

- 3. Compliance with Hampshire County Council's Traffic Regulation Order Policy and Countryside Access Plans**
- 3.1. The Countryside Access Team of Hampshire County Council has published a Traffic Regulation Order (TRO) policy which was approved by the Executive Member for Recreation and Heritage in June 2006<sup>2</sup>. This policy

---

<sup>2</sup> <http://documents.hants.gov.uk/rightsofway/tro-policyandstatement.pdf>

says that each case will be assessed on its individual merits and the least restrictive option will be sought after exploring alternative methods to manage the problems that exist. The recommendations contained in that policy have been taken into account in developing this proposal.

#### **4. Road Traffic Regulation Act 1984**

- 4.1. Consideration has been given to the Road Traffic Regulation Act 1984 and the proposals meet some or all of the following criteria under Section 1;
- (b) for preventing damage to the road or to any building on or near the road,
  - or (c) for facilitating the passage on the road or any other road of any class of traffic (including pedestrians), or
  - (d) for preventing the use of the road by vehicular traffic of a kind which, or its use by vehicular traffic in a manner which, is unsuitable having regard to the existing character of the road or adjoining property, or
  - (e) (without prejudice to the generality of paragraph (d) above) for preserving the character of the road in a case where it is specially suitable for use by persons on horseback or on foot, or
  - (f) for preserving or improving the amenities of the area through which the road runs, or
  - (g) for any of the purposes specified in paragraphs (a) to (c) of subsection (1) of section 87 of the Environment Act 1995 (air quality)

#### **5. Recommendations**

- 5.1. It is recommended that Hampshire County Council should advertise its intention to introduce **permanent** Traffic Regulation Orders under section 1 of the Road Traffic Regulation Act 1984 to restrict all motorised users with 3 wheels or more on **Bentworth Byway Open to All Traffic Nos. 23, 27 & 28 and Wield Byway Open to All Traffic Nos. 19 & 20** and all motorised users on **Wield Byway Open to All Traffic No 17, Selborne Byway Open to All Traffic No 67 and Worldham Byway Open to All Traffic No 38.**
- 5.2. The proposal to make the order must be published in the local press, and the order and map showing the effects of the order must be made available for public inspection for a period of at least 21 days after the notices have been displayed.
- 5.3. Once comments have been received on these proposals from interested parties a further report should be prepared for the Executive Member Decision Day on 18 September 2017, seeking approval for the making of the above mentioned Traffic Regulation Orders, should it still be considered appropriate to do so in light of those comments.

**CORPORATE OR LEGAL INFORMATION:****Links to the Corporate Strategy**

<b>Hampshire safer and more secure for all:</b>	yes
<b>Maximising well-being:</b>	yes
<b>Enhancing our quality of place:</b>	yes

**Other significant links**

<b>Links to previous Member decisions:</b>		
<b>Title</b>	<b><u>Reference</u></b>	<b><u>Date</u></b>
Byways – Traffic Regulation Orders 2016 - Decision	7960	6/12/16
Byways – Traffic Regulation Orders 2016	7772	4/10/16

**Section 100 D - Local Government Act 1972 - background documents**

**The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)**

DocumentLocation

None

## **IMPACT ASSESSMENTS:**

### **1. Equality Duty**

- 1.1. The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:
- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
  - Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
  - Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

#### **Due regard in this context involves having due regard in particular to:**

The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;

Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;

Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

### **1.2. Equalities Impact Assessment:**

- a) This decision does not affect any people who fall into the protected characteristics.
- b) A decision to continue to restrict access by motorised vehicles on some routes will enable surface improvements to be maintained, making routes more easily accessible by a wider range of path users, including those who are less mobile. It does not affect mobility scooter users.
- c) To minimise the impact on motorised vehicle users the least restrictive option available has been recommended in line with the Council's adopted policy.
- d) This affects byways in the rural areas of East Hampshire District.

### **2. Impact on Crime and Disorder:**

- 2.1. There will be a requirement to actively manage the closures of routes, where applicable, including working closely with Country Watch.

### **3. Climate Change:**

N/A

Questions and Answer following informal consultation to prohibit Motor Vehicles on Bentworth BOAT Nos 23, 27 & 28 & Wield BOAT Nos 17, 19 & 20.

- ***Will access to properties, stables etc be prohibited?***

No, the intention would be to install any structures in the same positions of the existing gates, and therefore not impeding property or landowner's access to their properties or land.

- ***Will Carriage drivers still have access?***

Where possible it would be our intention to leave gaps with a minimum width of 1.6m to the side of existing gates or install Kent carriage Gaps or similar structure where necessary. This will allow access for Horses and Carriage drivers.

- ***Motorcycles should be included.***

This comment has been noted.

- ***I believe BOATs 27 and 28 are currently subject to a permit system? Surely this should have limited numbers? Can you not extend the system to the other three?***

The permit scheme was subject to a legal challenge and is not in use.

- ***You cannot use TROs to avoid your statutory duty of maintenance.***

This comment has been noted.

- ***You have a duty to assert and protect the rights of all users.***

This comment has been noted.

- ***Please can you provide me with more information as to why these TRO have been proposed, who proposed them and what alternatives are being made for recreational four wheel drive users?***

Please see the report.

- ***Is there anything that volunteers can help with, in order to make them more sustainable to 4x4s?***

Voluntary restraint from using routes when the weather, conditions and surface render them unsuitable for use.

This process has been considered in line with our Policy

<http://www3.hants.gov.uk/row/vehicles-row/vehicles-policy.htm>



Questions and Answer following informal consultation to prohibit Motor Vehicles on Selborne and Worldham BOAT Nos 67 & 38.

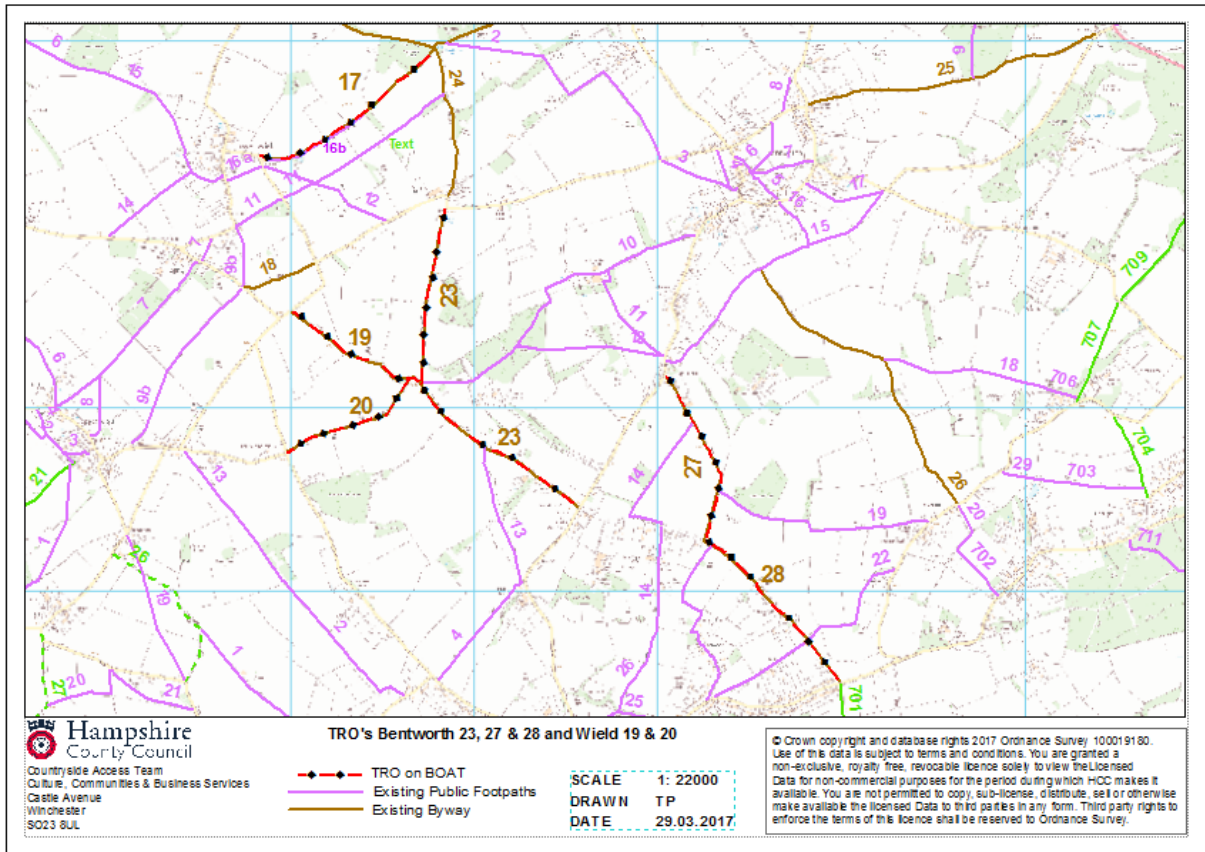
- ***Will access to properties, stables etc be prohibited?***

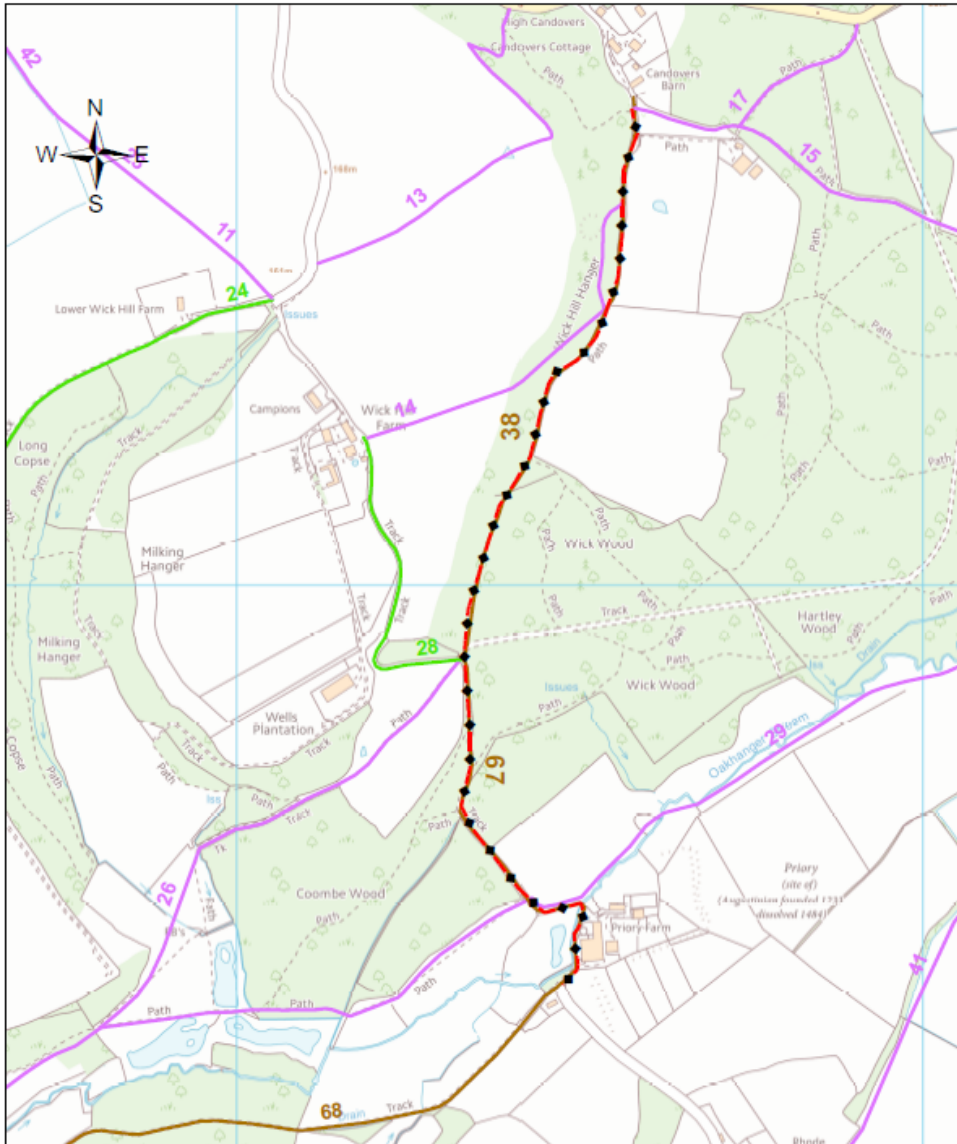
No, the intention would be to install any structures in the same positions of the existing gates, and therefore not impeding property or landowner's access to their properties or land.

- ***Will Carriage drivers still have access?***

Where possible it would be our intention to leave gaps with a minimum width of 1.6m to the side of existing gates or install Kent Carriage Gaps or similar structure where necessary. This will allow access for Horses and Carriage drivers.

This process has been considered in line with our Policy  
<http://www3.hants.gov.uk/row/vehicles-row/vehicles-policy.htm>





**TRO's Selborne 67 & Worldham 38**



Countryside Access Team  
 Culture, Communities & Business Services  
 Castle Avenue  
 Winchester  
 SO23 8UL

SCALE 1:7000  
 DRAWN TP  
 DATE 29.3.2017

- TRO
- Existing Byway
- Existing Bridleway
- Existing Public Footpath

© Crown copyright and database rights 2017  
 Ordnance Survey 100019180. Use of this data  
 is subject to terms and conditions. You are  
 granted a non-exclusive, royalty free, revocable  
 licence solely to view the Licensed Data for  
 non-commercial purposes for the period  
 during which HCC makes it available. You are  
 not permitted to copy, sub-license, distribute,  
 sell or otherwise make available the Licensed  
 Data to third parties in any form. Third party  
 rights to enforce the terms of this licence shall  
 be reserved to Ordnance Survey

This page is intentionally left blank

## HAMPSHIRE COUNTY COUNCIL

### Decision Report

<b>Decision Maker:</b>	Executive Member for Culture, Recreation and Countryside
<b>Date:</b>	15 June 2017
<b>Title:</b>	Grant Funding for Culture and Community Organisations 2017/18
<b>Report From:</b>	Director of Culture, Communities and Business Services

**Contact name:** Nicola Horsey  
Rosellen Lambert

**Tel:** 01962 845423  
01962 846022

**Email:** [nicola.horsey@hants.gov.uk](mailto:nicola.horsey@hants.gov.uk)  
[rosellen.lambert@hants.gov.uk](mailto:rosellen.lambert@hants.gov.uk)

#### 1. Executive Summary

1.1 This report seeks approval from the Executive Member for Culture, Recreation and Countryside for £15,980 of Culture and Community Activity Grants 2017/18 to cultural, recreational and community organisations across Hampshire.

1.2 The report provides an update on the financial position of revenue grant schemes to culture and community organisations in 2017/18.

#### 2. Culture and Community Activity Grants

2.1 The purpose of this grant stream is to provide general support to groups and organisations which encourage and provide opportunities for individuals and communities to participate in community focussed, cultural and recreational activities. Applications can be made for over £1,000 up to a maximum of £3,000. Full details, including what the County Council can and cannot fund, are set out in Appendix 1.

2.2 Seven organisations have applied for funding and the details are set out in Appendix 2.

#### 3. Ineligible Applications for Culture and Community Activity Grants

3.1 A further seven applications were received which were clearly ineligible and as such were rejected by Officers in discussion with the Executive Member.

These applications are summarised below and Officers have signposted the organisations to alternative sources of advice and funding.

- 3.2 Curious Pheasant Theatre (Countywide/Multiple District project) has applied for £1,000 towards the creation and tour of a piece of educational theatre. The application shows no project shortfall in funds.
- 3.3 Hampshire Art and Craft CIC (Test Valley/Romsey Town) has applied for £750 towards GP referral arts and music activities. The application is below the minimum threshold for this fund and an application to the County Councillor grants has been rejected.
- 3.4 Lyndhurst and Ashurst Cricket Club (New Forest/Lyndhurst and Fordingbridge) has applied for £2,070 towards a new scoreboard. As an equipment application this does not meet scheme eligibility.
- 3.5 The Base Youth Centre (Hart/Odiham and Hook) has applied for £1,000 towards ongoing sports provision. Ongoing activity does not meet scheme criteria. In addition, the organisation submitted an incomplete application which does not show clear project costs and has not responded to requests for clarification and additional information.
- 3.6 Unexpected Places (Gosport based project) has applied for £1,550 to create bursaries for three children to attend their drama classes for three years. The eligible period of activity for this scheme is up to March 2018 only and should support activities not individual training costs or bursary schemes.
- 3.7 University of Winchester (Winchester) has applied for £2,539 towards a research project into group based exercise for stroke patients. Funding would cover the collection of data and health assessment, not activity.
- 3.8 Winklebury Gala (Basingstoke and Deane, Basingstoke North West) has applied for £1,000 towards a gala event. Their constitution shows this is a fundraising event for local charities which is ineligible under the scheme criteria.

#### **4. Financial Information:**

- 4.1. The total draft budget for the 2017/18 revenue grants is £977,000. £827,000 was allocated on 6 December 2016 and the remaining £150,000 was set aside for Culture and Community Activity Grants (CCAG) 2017/18.

4.2 Allocation for CCAG 2017/18	£150,000
Previously awarded (21 March 2017)	£ 52,880
Recommendations for approval in this report	£ 15,980
Remainder available for future rounds <i>(if all recommendations in this report are approved)</i>	£ 81,840

## **5. Other key issues**

- 5.1 Legal Implications: The Council has wide powers under Section 19 Local Government (Miscellaneous Provisions) Act 1976 to provide recreational facilities and to contribute by way of a grant or loan towards the expenses incurred by voluntary bodies in providing such facilities and activities.

## **6. Recommendations**

- 6.1 That the Executive Member for Culture, Recreation and Countryside gives approval:
- i) To award funding totalling £15,980 of Culture and Community Activity grants 2017/18 to cultural, recreational and community organisations across Hampshire as outlined in Appendix 2.

**CORPORATE OR LEGAL INFORMATION:****Links to the Corporate Strategy**

<b>Hampshire safer and more secure for all:</b>	no
Corporate Improvement plan link number (if appropriate):	
<b>Maximising well-being:</b>	yes
Corporate Improvement plan link number (if appropriate):	
<b>Enhancing our quality of place:</b>	yes
Corporate Improvement plan link number (if appropriate):	

**Other Significant Links**

<b>Links to previous Member decisions:</b>		
<u>Title</u>	<u>Reference</u>	<u>Date</u>
Grant Funding for Culture and Community Organisations in Hampshire 2017/2018	7924	06/12/2016
Grant Funding for Culture and Community Organisations 2017/18		21/03/2017
<b>Direct links to specific legislation or Government Directives</b>		
<u>Title</u>	<u>Date</u>	

**Section 100 D - Local Government Act 1972 - background documents**

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

DocumentLocation

None



## **IMPACT ASSESSMENTS:**

### **1. Equality Duty**

1.1. The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

**Due regard in this context involves having due regard in particular to:**

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

### **1.2. Equalities Impact Assessment:**

A high level Equalities Impact Assessment has been undertaken. The grants are intended to have a positive impact and advance equality.

### **2. Impact on Crime and Disorder:**

2.1 Not applicable.

### **3. Climate Change:**

a) How does what is being proposed impact on our carbon footprint / energy consumption?

Not applicable.

b) How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts?

Not applicable.

### Culture and Community Activity Grants

The purpose of the Culture and Community Activity Grants is to provide general support to groups and organisations which encourage and provide opportunities for individuals and communities within Hampshire to participate in cultural, community-focused, and recreational activities.

This programme funds projects and proposals which support the priorities and outcomes in [Hampshire County Council's Strategic Plan 2013-17 'Shaping Hampshire: modern, public services for the future'](#).

- Health and wellbeing: Improving health and wellbeing for all, particularly those who are vulnerable or disadvantaged, including mental health and wellbeing.
- Economy: Promoting economic prosperity and protecting the environment.
- Communities: Working with communities to enhance local services.

Applications can be made for **over £1,000 up to a maximum of £3,000**. Applications **must** be submitted using the **Standard Form** (over £1,000). Organisations seeking funding of £1,000 or less are recommended to look at County Councillor Grants.

#### What is funded

- Community, cultural or recreational activities or events that provide opportunities for local people (Hampshire residents) to become involved
- A high quality eligible project, programme or activity that delivers measurable outcomes and results against the priorities set out above
- Match funding for business sponsorship

#### What isn't funded

- Individuals
- Further or higher education fees, personal development or training fees for individuals
- Curriculum based activities
- Building based capital works
- Capital and equipment schemes – i.e. buying instruments or uniforms
- General/core running costs of an organisation
- Website development projects
- Medical/complimentary treatment activities
- Setting up an organisation
- Profit making or funding-raising events/activities
- County, District or Borough Councils or National Park Authorities
- Services, projects or activities solely within the unitary authority areas of Portsmouth City Council and Southampton City Council
- Organisations already in receipt of core funding from other Hampshire County Council departments
- Uniformed groups such as Scouts, Girl Guides, cadets, etc.
- Street parties or village fetes

Please note we cannot retrospectively fund projects/activities that have already been carried out. Grants are issued for projects/activities to be carried out in the future.

Applications which are clearly ineligible may be rejected by Officers in discussion with the Executive Member before the Decision Date.

## Grant criteria and eligibility

We will consider funding eligible organisations that meet **all** of the following criteria:

- **The organisation must have actively sought funding from other sources; this could include district, borough, town or parish council funding. Priority will be given to applications which have partner funding in place from other sources.**
- The proposed programme, project or activity of the organisation is a cultural, community, or recreational activity/project that encourages and provides opportunities for individuals and communities within Hampshire to participate.
- The programme, project or activity must also support one or more of the Strategic Plan 2013-17 'Shaping Hampshire: modern, public services for the future' priorities detailed above.
- A high quality, time-limited project, programme or activity that delivers measurable outcomes and results against the priorities set out above.
- The organisation must be able to demonstrate that without the support from Hampshire County Council the activity/event would not be able to proceed at all or to the extent outlined in the application.
- Organisations with significant funds in place or higher levels of reserves must demonstrate why funding from Hampshire County Council is needed.
- The organisation has a clear management structure within its constitution or suitable governance/terms of reference.
- Match funding for business sponsorship (see additional criteria below).

**All organisations requesting support must submit their latest Annual Accounts/annual financial summary.**

All successful applicants will be required to provide appropriate reporting and/or monitoring for their service, projects and/or activities.

Organisations will be expected to have appropriate policies, procedures and levels of insurances in place. This will include child and vulnerable adult protection/safeguarding policies, health and safety policy, a minimum of £5m Public Liability and £5m Employers Liability Insurance.

Applications to other County Council grant schemes for the proposed project will be considered when reviewing applications.

### Business Sponsorship - additional criteria and eligibility

We can match fund business sponsorship up to £300. The sponsorship you are receiving must be monetary, we can not match fund any in kind sponsorship, e.g. free/subsidised marketing. Match funding must be a minimum of £150 per business and businesses **must be first time sponsors**. Maximum of one application per organisation per year.

### Financial Eligibility

Organisations will not normally be eligible for grants where they hold a high level of unallocated reserves, particularly in excess of one year's running costs. In cases where reserves held are felt to be high or exceed one year's running costs a reduced level of funding may be agreed. All charitable organisations are expected to have an agreed reserves policy that addresses their financial risk.

This page is intentionally left blank

**Culture and Community Activity Grants 2017/18**  
**Application assessment summary**

Each grant application has been assessed against the Culture and Community Activity Grant criteria (Appendix 1) using a standard template.

**Project funding requests:**

Organisation (District / Division)	Project Title (Project Costs)	Proposal	Amount Requested	Amount recommended activity grant 2017/18
Asian Welfare and Cultural Association (Eastleigh/ Eastleigh North and Eastleigh South)	Eastleigh Mela (£13,500)	<p>Asian Welfare and Cultural Association seeks funding towards a multicultural festival including music, dance, food and cultural activities to be held in July 2017. The event aims to encourage social cohesion and promote understanding and integration among people of different backgrounds and ethnicities. 10,000 Hampshire residents are expected to benefit as well as to provide information and signposting to families and ethnic minority communities who traditionally find it difficult to access information services.</p> <p>The organisation has committed £5,000 of its own funds to the project and has applied to Eastleigh Borough Council for £2,500, Hampshire Constabulary for £1,000 and Hampshire Fire and Rescue Service for £1500 (awaiting outcomes). Councillors Clarke and Irish were invited to comment. Councillor Clarke supports the application.</p> <p><u>Note:</u> The organisation was awarded £3,000 Culture and Community Activity Grants 2016-17, plus 9 smaller County Councillor grants 2016-17.</p> <p><b>It is recommended that Asian Welfare and Cultural Association is awarded £3,000.</b></p>	£3,000	£3,000
Grayshott Concerts (East Hampshire/ Liphook,	Bold as Brass! (£12,584)	<p>Grayshott Concerts seeks funding towards a project in February 2017 for 40 young brass musicians, aged 8-18 involving a one day workshop and rehearsal with members of the London Mozart Players, culminating in a public performance. The project will be supported by Hampshire Music Service. 40 Hampshire residents are expected to benefit.</p> <p>The organisation has committed £1,300 of its own funds to the project and has</p>	£2,984	£2,980

Organisation (District / Division)	Project Title (Project Costs)	Proposal	Amount Requested	Amount recommended activity grant 2017/18
Headley and Grayshott)		<p>secured £2,000 in-kind support and £300 in new business sponsorship which is eligible to be matched under the grant criteria. It expects to generate £3,000 through further donations and sponsorship and has applied to PRS for Music for £3,000 (awaiting outcome). Councillor Mitchell strongly supports the application. <u>Note:</u> The organisation was awarded Culture and Community Activity Grant 2016-17 £800 grant plus £300 business sponsorship match funding towards its series of concerts in 2016-17. <b>It is recommended that Grayshott Concerts is awarded £2,980, including £300 business sponsorship match funding.</b></p>		
hArt Hampshire Art for Recreation and Therapy) (New Forest/ Lymington and Boldre)	art from the hArt for adults (£3,993)	<p>hArt (Hampshire Art for Recreation and Therapy) seeks funding towards two 12-week art programmes for adults with mental health issues to be delivered in Lymington. The project will also include peer support and opportunities for aspiring art therapists to gain experience as volunteers under the direction of the lead art therapist. 50 Hampshire residents are expected to benefit. The organisation has committed £500 of its own funds and has secured £500 contribution from one of the district County Councillors. Project costs include higher than expected administration and overhead costs. Councillor White was invited to comment. <u>Note:</u> The organisation was awarded £500 County Councillor grant 2016-17 towards this project. <b>It is recommended that hArt (Hampshire Art for Recreation and Therapy) is partially supported and awarded £2,000.</b></p>	£2,993	£2,000
Mottisfont, National Trust (Test Valley/ Test Valley Central)	Surface Tension (£26,650)	<p>Mottisfont, National Trust seeks funding towards an artist in residence project, including the five community/schools workshops and the installation of an architectural structure to enable visitors to encounter the River Test in a new way, exploring the nature, use and ecology of the river. The project will enhance the offer at Mottisfont, increasing sustainability. 150,000 Hampshire residents are expected to benefit. The organisation has secured committed £1500 of its own funds to the project,</p>	£2,000	£2,000

Organisation (District / Division)	Project Title (Project Costs)	Proposal	Amount Requested	Amount recommended activity grant 2017/18
<i>Mottisfont, National Trust</i>		secured £960 Arts University Bournemouth and applied to Barker Mill Foundation for £2000 (awaiting outcome) and Arts Council for £20,190 (awaiting outcome). Councillor Gibson was invited to comment. <u>Note:</u> The organisation was awarded £5,000 Small grants scheme countryside access (Decision Day 10/01/2017) <b>It is recommended that Mottisfont, National Trust is awarded £2,000.</b>		
The Women's Community Forum  (Winchester / Winchester Eastgate )	Sport and Arts Extravaganza  (£7,700)	The organisation has been funded by Hampshire County Council via the Short Breaks budget to deliver 6 days of holiday programmes for disabled/disadvantaged children and are seeking funding for an additional 7 days. The panel considering Short Breaks funding had agreed to fund a pilot only and granted a partial award, with various conditions attached. 24 Hampshire residents are expected to benefit. The organisation has committed £650 of its own funds to the project, secured £2,000 from Hampshire County Council's Short Breaks fund and £500 from The Japan Society. It has applied to BBC Children in Need for £2,500 (awaiting outcome). Councillor Hiscock understands the recommendation. <u>Note:</u> The organisation was partially supported in an application to Short Breaks for Children with Disabilities and Additional Needs (applications over £5k) 2017-18 and awarded £2,000. <b>As this application appears to be a request to meet the shortfall resulting from a partial award from another Hampshire County Council grant scheme, it is recommend the application is not supported.</b>	£2,050	£0
Wet Picnic  (Multi-District Project )	Pride, Prejudice and Profiles  (£41,000)	Wet Picnic seeks funding to work with college students in partnership with the Hampshire Cultural Trust and Jane Austen's House Museum to lead and curate a project culminating in a grand opening of their presentations and outdoor performance at the museum in October 2017. The project will form part of the HCT's 'Jane Austen 200' Big Theme and open up Jane Austen's heritage to young people. Students will be recruited from Basingstoke, Farnborough and Southampton colleges. 250 Hampshire residents are expected to benefit.	£3,000	£3,000

Organisation (District / Division)	Project Title (Project Costs)	Proposal	Amount Requested	Amount recommended activity grant 2017/18
<i>Wet Picnic</i>		The organisation has secured £36,500 from the Heritage Lottery Fund and £500 from each of the three colleges. <b>It is recommended that Wet Picnic is awarded £3,000 on condition that the funding is used for the benefit of Hampshire residents.</b>		
Winchester Festival  (Winchester/ Winchester Eastgate and Winchester Westgate)	2017 Winchester Festival  (£95,977)	Winchester Festival seeks funding towards a nine-day festival of music, talks, drama and visual arts to be held in July 2017. The festival will include performance opportunities for the Hampshire County Youth Orchestra and Hampshire Youth Dance Company, as well as talks from high-profile individuals from a range of backgrounds and the world premiere of Meeting Miss Austen by local author Cecily O'Neill. 3,500 Hampshire residents are expected to benefit. The organisation has secured £3,000 from Friends of Music in Winchester, sponsorship (to date) of £14,650 and expects to generate £66,146 through ticket sales, donations, programme sales and gift aid. This leaves a shortfall in the project income and the organisation continues to fundraise to meet this. Councillors Hiscock and Tod were invited to comment. Councillor Hiscock supports the recommendation. <u>Note:</u> The organisation was unsuccessful in an application to the Culture and Community Activity Grants 2016-17 for £3,000 (Decision Day 21/01/2016). <b>It is recommended that Winchester Festival is awarded £3,000.</b>	£3,000	£3,000
<b>TOTAL</b>			<b>£19,027</b>	<b>£15,980</b>



## HAMPSHIRE COUNTY COUNCIL

### Decision Report

<b>Decision Maker:</b>	Executive Member for Culture, Recreation and Countryside
<b>Date:</b>	15 June 2017
<b>Title:</b>	Community Buildings Capital Fund 2017/18 (requests for £25,000 and under)
<b>Report From:</b>	Director of Culture, Communities and Business Services

**Contact name:** Nicola Horsey  
Rosellen Lambert

**Tel:** 01962 845423  
01962 846022

**Email:** [nicola.horsey@hants.gov.uk](mailto:nicola.horsey@hants.gov.uk)  
[rosellen.lambert@hants.gov.uk](mailto:rosellen.lambert@hants.gov.uk)

#### 1. Executive Summary

1.1 The purpose of this report is to seek approval from the Executive Member for Culture, Recreation and Countryside for £136,210 of funding from the Community Buildings Capital Fund 2017/18.

#### 2. Summary of grants:

2.1 Community Buildings Capital Fund 2017/18 applications

Organisation	District	£
Barton Stacey Village Hall	Test Valley	DEFER
Bridge Street Methodist Church	Test Valley	£0
Brodrick Hall	Gosport	£5,000
Eversley Village Hall	Hart	£17,850
Havant Men's Shed	Havant	£0
Integr8 Community CIC	Winchester	£25,000
Liss Community Association	East Hampshire	£9,140

<b>Organisation</b>	<b>District</b>	<b>£</b>
Parish of the Resurrection, Alton	East Hampshire	£9,600
Sparsholt Memorial Hall	Winchester	£5,000
St James' Church Hall	Eastleigh	DEFER
St John's Church Hall	Fareham	£24,670
The Cross Barn, Odiham	Hart	£14,950
The Hospital of St Cross and Almshouse of Noble Poverty	Winchester	£25,000
<b>Total</b>		<b>£136,210</b>

### **3. Contextual Information**

- 3.1 The County Council works in partnership with specific community organisations, particularly Community Associations and Village Hall Trusts which seek to enable local people to meet the recreational, educational, social, cultural and environmental needs of their local communities. These organisations give local people an opportunity to participate in local activities and encourage local initiatives by people of all ages.
- 3.2 Partnership funding from the Community Buildings Capital Fund enables the voluntary and community sector to maintain the quality of Hampshire's village halls and Community Association buildings. This finance enables improvements to be made to those buildings and can assist with the development of new facilities where appropriate. The provision of these buildings by the voluntary and community sector enable local communities to access the services and facilities they need. Details of the grant criteria are set out in Appendix 1.
- 3.3 By providing financial support to these organisations for the maintenance of their buildings, the County Council is able to work in partnership with the community sector to achieve the Corporate Priority.
- 3.4 Thirteen organisations have applied for 2017/18 funding and details are set out in Appendix 2.

### **4. Budget Position**

#### **4.1 2017/18**

	£
Budget approval for 2017/18	125,000
Transfer from revenue grants 2017/18 (6 December 2016)	150,320
Remainder from 2016/17 funds at 21 March 2017	67,667
Unspent / returned funds since 21 March 2017	2,887
	<hr/> 345,874 <hr/>
Grants recommended for approval in this report	136,210
Remaining balance for allocation in 2017/18	<hr/> <b>209, 664</b> <hr/>

## **5. Other Considerations**

- 5.1 Legal Implications: The Council has wide powers under Section 19 Local Government (Miscellaneous Provisions) Act 1976 to provide recreational facilities and to contribute by way of a grant or loan towards the expenses incurred by voluntary bodies in providing such facilities and activities.

## **6. Recommendations**

- 6.1 That the Executive Member for Culture, Recreation and Countryside:
- i) Approves grants for £136,210 from the Community Buildings Capital Fund 2017/18.

**CORPORATE OR LEGAL INFORMATION:****Links to the Corporate Strategy**

<b>Hampshire safer and more secure for all:</b>	no
Corporate Improvement plan link number (if appropriate):	
<b>Maximising well-being:</b>	yes
Corporate Improvement plan link number (if appropriate):	
<b>Enhancing our quality of place:</b>	yes
Corporate Improvement plan link number (if appropriate):	

**Other Significant Links**

<b>Links to previous Member decisions:</b>		
<u>Title</u>	<u>Reference</u>	<u>Date</u>
Grant Funding for Culture and Community Organisations in Hampshire 2017/18	7924	6 December 2016
Community Buildings Capital Fund 2016/17 (requests for £25,000 and under)		21 March 2017
<b>Direct links to specific legislation or Government Directives</b>		
<u>Title</u>		<u>Date</u>

**Section 100 D - Local Government Act 1972 - background documents**

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

<u>Document</u>	<u>Location</u>
None	

## **IMPACT ASSESSMENTS:**

### **1. Equality Duty**

1.1. The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

**Due regard in this context involves having due regard in particular to:**

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

### **1.2. Equalities Impact Assessment:**

A high level Equalities Impact Assessment has been undertaken. The grants are intended to have a positive impact and advance equality.

### **2. Impact on Crime and Disorder:**

2.1 Not applicable.

### **3. Climate Change:**

a) How does what is being proposed impact on our carbon footprint / energy consumption?

Not applicable.

b) How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts?

Not applicable.

### Community Buildings Capital Fund

#### What is funded?

The Community Buildings Capital Fund supports capital based projects including refurbishment and improvement of Hampshire community centres, village halls and charitable and voluntary organisations (which offer a full and varied open access community programme).

Hampshire County Council can fund up to a maximum of 50% of the total project costs not exceeding a maximum grant of £25,000.

The aim of this funding programme is to focus primarily on projects which provide improvements that reduce running costs. By way of example at one end of the scale, the installation of insulation, new windows and a modern central heating system could have a significant effect on heating costs as well as carbon footprint. At the other end of the scale would be the merging of two self-standing facilities into one. An example could be the building of an extension onto an existing centre to accommodate the needs of other local community groups which were previously housed in an old, inadequate building with very high maintenance and heating bills.

The programme is not designed to be over prescriptive and developed innovative ideas for projects are encouraged.

#### What isn't funded?

The following organisations are not funded under this scheme:


- Parish Councils
- Other local authorities
- Groups and organisations whose main priority is of an individual focus or single use i.e. playgroup, lunch clubs or youth groups
- Uniformed organisations
- School properties
- Sports clubs
- Theatres

The following projects are not funded under this scheme:

- The purchase of land.
- Equipment not directly attributable to the building i.e. we will fund fitted kitchen equipment and sound systems, but would not fund a television or hi-fi system. We will also not fund equipment intended for the use of a separate trading arm or commercial organisation using the premises.
- Capital works that have already been carried out. We cannot retrospectively fund projects, grants are awarded for works to be carried out in the future.

Organisations will not normally be awarded more than one grant per financial year and previously funded projects must be completed before a new application is made. If an organisation requires an emergency request outside of the above dates please contact [CCBSgrants@hants.gov.uk](mailto:CCBSgrants@hants.gov.uk).

#### Grant criteria and eligibility

The Community Buildings Capital Fund is open to the following community based organisations who benefit a local community/local communities in Hampshire, support the priorities and outcomes of Hampshire County Council's [Strategic Plan 2013-17 'Shaping Hampshire: modern, public services for the future'](#)  and improve the health and wellbeing for all, improving the quality of life for all, particularly those who are vulnerable or disadvantaged:

- Village halls (not parish-run halls)
- Community associations
- Charitable and voluntary organisations which offer a full and varied open access community programme.

These organisations must be properly constituted with clear and effective local governance and management structures.

Organisations will not normally be eligible for grants where they hold unallocated reserves in excess of one year's running costs. Where it is judged that unallocated reserves are unreasonably in excess of what is required or not allocated for legitimate purposes, those organisations may receive a reduced grant. All charitable organisations are expected to have an agreed reserves policy that addresses their financial risk.

### **Grant criteria**

Capital based projects must fall into one or more of the following categories:

- Building repairs, extensions and refurbishments
- Capital improvements that reduce running costs
- Health and Safety issues
- Equipment that will become a permanent fixture within the building which improves access and/or increases usage (the exception to this are tables, chairs and storage units which will also be funded)
- Capital based feasibility studies.

Organisations need to demonstrate:

- The provision of open access community programmes/activities from the community building for the benefit of the local community.
- The impact the capital based project will make to the local community, the organisation and wider society (if appropriate).
- The local community has been involved in identifying the need for the project and support it.

Applicants will be expected to have obtained permission from the landlord to undertake the capital work. If required applicants will also be expected to have obtained (or engaged in the process of) planning permission and/or listed buildings consent (if appropriate) to carry out the works.

Where appropriate, depending on the grant sum requested, the organisation will be expected to submit supporting documentation. All documentation will be used, alongside the application form, to assess against the grant criteria.

### **Feasibility studies**

In order to assist voluntary organisations apply for funds from other sources, Hampshire County Council may support the costs of feasibility studies. Applications will be considered for 50% of the cost of such studies up to a maximum of £500.

**Community Buildings Capital Fund 2017/18  
Application assessment summary**

Each grant application has been assessed against the Community Buildings Capital Fund criteria (Appendix 1) using a standard template.

**Project funding requests**

Organisation (District / Division)	Project Title (Total project costs)	Proposal	Amount Requested	Amount recommended capital fund 2016/17
Barton Stacey Village Hall  (Test Valley/ Test Valley Central)	Replacement of all windows and doors  (£3,325)	The organisation seeks funding towards the replacement of rotten windows and doors with double-glazed units with work planned to take place in August 2017. The facility is used by a playgroup and several special interest groups as well as a club for older people. The organisation has committed £1,000 of its own funds to the project. It has applied for more than the maximum 50% contribution, but has sufficient reserves to meet the shortfall. 1,000 Hampshire residents are expected to benefit. Councillor Gibson was invited to comment. <b>It has been identified that Barton Stacey Village Hall may have additional capital works which should be addressed at the same time. It is recommended this application is deferred and the organisation submits a revised application.</b>	£2,325	DEFER
Bridge Street Methodist Church  (Test Valley/ Andover North)	Solving the pigeon problem  (£8,492)	The organisation seeks funding towards the installation of pigeon proof netting, which is not considered to fall within the purpose of this fund. There is limited community benefit. Councillor Locke was invited to comment. <b>As the project is not eligible, it is recommended the application is not supported. The organisation will be signposted to support in identifying alternative funding.</b>	£4,246	£0
Brodrick Hall  (Gosport/ Leesland and Town)	Replacement of kitchen  (£10,000)	The organisation seeks funding towards kitchen refurbishment with work planned to take place in August 2017. The venue is used for a daily pre-school, several guiding and scouting groups, dance, table tennis and craft groups. The organisation has committed £4,000 of its own funds. The application is for more than the maximum 50% contribution. The organisation's Safeguarding Policy needs strengthening. The organisation will be signposted to support in this and in identifying alternative funding to make up the shortfall. 1,000 Hampshire residents are expected to benefit.	£6,000	£5,000



Organisation (District / Division)	Project Title (Total project costs)	Proposal	Amount Requested	Amount recommended capital fund 2016/17
<i>Brodrick Hall</i>		Councillors Carter and Edgar were invited to comment. Councillor Edgar supports the recommendation. <b>It is recommended Brodrick Hall is awarded up to 50% of project costs to a maximum of £5,000 on condition that an updated Safeguarding Policy is developed.</b>		
Eversley Village Hall  (Hart/ Hartley Wintney, Eversley and Yateley West)	Fit for the Future  (£35,700)	The organisation seeks funding towards the replacement of outdated and inefficient heating and the installation of double glazing with work planned to take place by December 2017. The community programme includes a pre-school, an over 70's club, dance and fitness activities for children and adults and WI meetings. The organisation has committed £1,200 of its own funds the project, secured £1,000 County Councillor grant and £750 from Eversley Parish Council and is awaiting the outcome of applications from various trusts for £12,000. It has applied for more than the 50% maximum contribution. The organisation will be signposted to support in identifying alternative funding to make up the shortfall. 1,000 Hampshire residents are expected to benefit. Councillor Simpson strongly supports the application. Note: The organisation was awarded £1,000 County Councillor grant in 2016-17 towards this project. <b>It is recommended Eversley Village Hall is awarded up to 50% of project costs to a maximum of £17,850 on condition that a Reserves Policy is developed.</b>	£20,850	£17,850
Havant Men's Shed  (Havant/ North West Havant)	Double Glazing  (£5,319)	The organisation seeks funding towards the installation of double glazing. The building is used by the Men's Shed, but is not used by any other groups. Groups and organisations whose main priority is of an individual focus or single use are not eligible under the scheme criteria. The organisation secured £2,000 County Councillor funding but has not approached any other sources of funding. 50 Hampshire residents are expected to benefit. Councillor Fairhurst was invited to comment. Note: The organisation was awarded £2,000 County Councillor grant in 2016-17 towards this project. <b>As the organisation is not eligible, it is recommended the application is not supported. The organisation will be signposted to support in identifying alternative funding.</b>	£2,660	£0

Organisation (District / Division)	Project Title (Total project costs)	Proposal	Amount Requested	Amount recommended capital fund 2016/17
Integr8 Community CIC  (Winchester/ Winchester Eastgate)	King Alfred Youth Activity Centre  (£66,000)	<p>The organisation seeks funding towards the remodelling of KAYAC to increase flexible hire space, improve flooring and toilets and install ventilation to internal spaces. Work is planned to take place between July and August 2017. The venue is owned by Winchester City Council which is highly supportive of the project and is providing core funding to support the organisation for the next three years as well as carrying out decorative improvements. The facility is used by a range of community organisations including Integr8 Dance, Winchester Young Carers, Winnall Rock School, Hampshire Parent Carer Network and martial arts and music groups. The organisation seeks to secure £10,000 in-kind support from building businesses and expects to achieve £31,000 in local fundraising. If this is not fully achieved, the renovations will be reduced in scale with some elements deferred to a future project.</p> <p>1,000 Hampshire residents are expected to benefit. Councillor Hiscock supports the recommendation.</p> <p>Note 1: Associated organisation, Integr8 Movement, was awarded £3,000 Culture and Community Activity Grants 2017-18 (Decision Day 21.03.2017) Note 2: Associated organisation, Integr8 Dance, was awarded £11,800 Short breaks for Children with Disabilities and Additional Needs 2016-17</p> <p><b>It is recommended Integr8 Community CIC is awarded up to 50% of project costs to a maximum of £25,000.</b></p>	£25,000	£25,000
Liss Community Association  (East Hampshire/ Petersfield Hangers)	Coffee Bar Improvements  (£19,381, revised to £18,281)	<p>The organisation seeks funding towards the remodelling and refurbishment of its coffee bar and meeting room to increase flexible space and capacity. Work is expected to take place between July and September 2017. It provides a wide ranging community programme including arts and fitness activities for adults and children, a food bank, community cinema and dementia café. The organisation has committed £9,141 of its own funds towards the project, including in-kind contributions. The project costs include staff time which is ineligible and has been removed from calculations, reducing the project costs to £18,281.</p> <p>3,000 Hampshire residents are expected to benefit. Councillor Oppenheimer supports the application.</p> <p>Note 1: The organisation was awarded £4,660 Community Investment Fund 2016-17. Note 2: The Council is in negotiation with the organisation over transfer of</p>	£9,140	£9,140

Organisation (District / Division)	Project Title (Total project costs)	Proposal	Amount Requested	Amount recommended capital fund 2016/17
Liss Community Association		ownership of the building. <b>It is recommended Liss Community Association is awarded up to 50% of project costs to a maximum of £9,140.</b>		
Parish of the Resurrection, Alton  (East Hampshire/ Alton Town)	Living Space Project  (£173,172)	The organisation seeks funding to open up the church to create flexible space, moving the font and installing toilets and a kitchen. This will create a venue for larger community groups which cannot be accommodated in the Village Hall and the Village Association supports the project. The organisation has committed £85,310 of its own funds towards the project, along with £5,000 from its parent organisation. It has secured £500 from Alton Town Council and £37,762 from various trusts and foundations. It has applied for £10,000 from East Hants District Council (awaiting outcome), £15,000 from National Churches Trust and expects to raise the remaining £10,000 through a local appeal. 1,500 Hampshire residents are expected to benefit. Councillor Joy strongly supports the application. Note 1: The organisation was unsuccessful in an application to the Community Buildings Capital Fund 2015-16 for £15,000 towards the renovation of Alton Parish Centre. <b>It is recommended Parish of the Resurrection, Alton is awarded up to 6% of project costs to a maximum of £9,600.</b>	£9,600	£9,600
Sparsholt Memorial Hall  (Winchester/ Winchester Downlands)	Upgrading fire doors  (£15,532)	The organisation seeks funding towards the replacement of rotting fire doors, planned to take place between July and August 2017. The organisation committed £7,000 of its own funds towards the project and has secured £850 County Councillor grant. At the time of application it was awaiting the outcome of an application for £5,000 to IGas which it has since learned was not successful, leaving an increased shortfall. 500 Hampshire residents are expected to benefit. Councillor Warwick supports the recommendation to award £5000 given the importance and urgency of the repairs. Note: The organisation was awarded £850 County Councillor grant in 2016-17 towards this project. <b>As the project shortfall has increased since the time of application and in light of the urgent nature of the work, it is recommended Sparsholt Memorial Hall is awarded up to 35% of project costs to a maximum of £5,000.</b>	£2,682	£5,000

Organisation (District / Division)	Project Title (Total project costs)	Proposal	Amount Requested	Amount recommended capital fund 2016/17
St James' Church Hall  (Eastleigh/ Hedge End and West End South)	Warm Welcome Project  (£41,000)	<p>The organisation seeks funds to refurbish the hall kitchen, to enable user groups to cater for up to 60 people and to enable the development of a drop-in café and weekly lunch club. Current users have complained about the current kitchen facilities and the views of these groups and of prospective new hirers have been consulted on in designing the project. The venue is used by a range of groups including mothers and babies, social group for older people, guiding, fitness and special interest groups. It is not clear when the work is planned to take place.</p> <p>The organisation has committed £6,000 of its own funds and secured £850 from County Councillor grants 2016-17. It has applied to Biffa and Veolia for more than the remaining project costs (outcomes due June 2017), but does not expect to be successful in both of these as competition is extremely high for these funds.</p> <p>The facility serves a sizeable, urban community. Councillor Craig was invited to comment. Note 1: The organisation was awarded £850 County Councillor grant 2016-17 towards this project</p> <p><b>It is recommended the application is deferred pending outcome of the other grant applications. If these are not successful or are partially successful, it is recommended St James' Church Hall is awarded up to 25% of project costs to a maximum of £9,910, or to the value of the shortfall, whichever is less.</b></p>	£9,910	DEFER
St John's Church Hall  (Fareham/ Fareham Town)	St John's Church Hall- Securing the future of the hall to remain in the heart of our community  (£49,667)	<p>The organisation seeks funding towards renovation and refurbishment of the kitchen and the main hall ceiling, lighting and flooring. The current kitchen is domestic standard and over a decade old and the improvements to the main hall will improve hire potential and reduce running costs. Work is planned to take place July to September 2017. The hall provides a good range of activities to meet the needs of the local community in a fairly deprived area, including lunch club for older people, fitness and art classes and activities for children and young people. The organisation has committed £25,000 of its own funds to the project</p> <p>400 Hampshire residents are expected to benefit per week. Councillor Birkett and Latham were invited to comment.</p> <p><b>It is recommended St John's Church Hall is awarded up to 50% of project costs to a maximum of £24,670.</b></p>	£24,667	£24,670

Organisation (District / Division)	Project Title (Total project costs)	Proposal	Amount Requested	Amount recommended capital fund 2016/17
The Cross Barn Odiham  (Hart/ Odiham and Hook)	Barn 500 Phase 1  (£29,900)	The organisation seeks funding to remodel and refurbish the toilets, including realigning the stairs to increase space. This is the first phase of a significant programme of planned refurbishment for the venue in the lead up to its 500 <sup>th</sup> anniversary in 2032. The work is planned to take place from July to December 2017. The standard of current facilities means that some potential bookings have not been secured. The venue is used for fitness, arts and special interest groups as well as a community cinema and theatre. The organisation has committed £4,950 of its own funds and secured £9,950 from the Friends of Cross Barn Odiham. Project costs are indicative only as quotes have not been sought or submitted. 3,000 Hampshire residents are expected to benefit. Councillor Glen was invited to comment.  <b>It is recommended The Cross Barn Odiham is awarded up to 50% of project costs to a maximum of £14,950, on condition that quotes are secured and submitted.</b>	£15,000	£14,950
The Hospital of St Cross and Almshouse of Noble Poverty  (Winchester/ Winchester Eastgate)	New Visitor Toilets with Rooms above  (£332,460)	The organisation seeks funding towards the construction of new toilets with office space above, replacing current toilets dating from the 1960's. Work is planned to take place from August 2017. The facility is used for community activities including arts and educational activities and the organisation provides opportunities to a significant number of volunteers to gain skills and experience. The organisation has committed £200,000 of its own funds to the project and has secured £21,000 from the Friends of St Cross and £9,270 from donations. It continues to seek funds to meet the remaining shortfall. 500 Hampshire residents are expected to benefit. Councillor Hiscock supports the recommendation.  <b>It is recommended The Hospital of St Cross and Almshouse of Noble Poverty is awarded up to 8% of project costs to a maximum of £25,000.</b>	£25,000	£25,000
<b>TOTAL</b>			<b>£157,940</b>	<b>£136,210</b>

This page is intentionally left blank

## HAMPSHIRE COUNTY COUNCIL

### Decision Report

<b>Decision Maker:</b>	Executive Member for Culture, Recreation and Countryside
<b>Date:</b>	15 June 2017
<b>Title:</b>	National Libraries Taskforce: New Vision for Library Services in England
<b>Report From:</b>	Director of Culture, Communities and Business Services

**Contact name:** Nicola Horsey

**Tel:** 01962 845423

**Email:** nicola.horsey@hants.gov.uk

### 1. Executive Summary

- 1.1 In December 2016, the national Libraries Taskforce published **Libraries Deliver: Ambition for Public Libraries in England 2016-2021**. This report summarises the new national vision for libraries, as set out in the Libraries Deliver document, and shows how Hampshire's Library Service is already delivering or working to deliver much of the vision already.

### 2. Background

- 2.1 Libraries in England received 224.6 million visits in 2014/15, more than visits to Premier League football games, the cinema and the top 10 UK tourist attractions combined. However, over the last 20 or so years, visits to libraries have been declining, as have the number of book issues and, up and down the country libraries have been closing (67 in 2015/16) as a result of pressures on local authority budgets.
- 2.2 In response to these ongoing challenges the Department of Culture, Media and Sport and the Local Government Association set up a Libraries Taskforce in 2015. Its role is to work in partnership with central and local government to help local authorities improve, revitalise and adapt their local library services. In December 2016 the Taskforce published [Libraries Deliver: Ambition for Public Libraries in England 2016-2021](#) which sets out a vision for the future of libraries.

### 3. Libraries Deliver document

- 3.1 This is an ambitious document which describes how library services in England can help transform people, communities and society as a whole over the next five years. It is also quite a complicated document with a vision, outcomes, common design principles and a detailed Action Plan.

3.2 The Taskforce's vision is quite long but, to summarise, it wants:-

- everyone to be able to choose to use libraries, if they want to, because they can see the benefits and understand what libraries have to offer
- communities to have a library service that helps different groups come together and for local services to be made available in libraries via community hubs
- public services and other partners to understand what libraries offer them and how, by working together, they can all achieve more
- library services to develop an evidence base to help make strategic decisions

3.3 The Libraries Deliver document goes on to set out in detail how libraries can achieve this vision by focusing on seven outcomes. Libraries need to:-

1. Establish themselves as focal points for community cultural life by hosting and running a wide range of cultural and creative activities
2. Provide an expanding reading programme to increase reading and literacy
3. Provide digital training and support to help more people use online services confidently and safely
4. Strengthen partnerships with formal learning organisations to complement each other's work to help everyone achieve their full potential
5. Extend joint working and sharing of resources with health providers, offering non-clinical spaces in community hubs for health and wellbeing groups to help people lead healthier lives
6. Provide support to businesses and help people into work, contributing to economic growth and greater prosperity
7. Become recognised community hubs to help local government and its partners deliver their strategic objectives and contribute to stronger and more resilient communities

3.4 In order to achieve these outcomes the Libraries Deliver document emphasises the importance of:-

- strong local leadership
- decision making based on evidence and local need
- library services signing up to the Society of Chief Libraries Universal Offer<sup>1</sup> which underpins the seven outcomes
- considering different models for local service delivery
- exploring different financial options to achieve a more financially resilient library service
- developing the library workforce

3.5 The final part of the Libraries Ambition document sets out an Action Plan, detailing what the Taskforce, central and local government and library

---

<sup>1</sup> The Universal Offer covers key areas of a 21st Century Library Service namely; Information, Learning, Digital, Reading, Health and Culture.



services need to do over the next five years.

- 3.6 There are a number of case studies highlighted throughout the Libraries Deliver document, most of which are from different library services. Hampshire's Library Service is one of these (page 34), highlighting how a large public consultation exercise informed the Library Service's Strategy which was published in April 2016.

#### **4. Comparison of Libraries Deliver document with Hampshire's Library Strategy to 2020**

- 4.1 Hampshire's Library Strategy to 2020 was approved by the Executive Member for Culture, Recreation and Countryside on 18 April 2016.<sup>2</sup>

- 4.2 The Strategy has five strategic aims, based on the Society of Chief Libraries Universal Offer (3.4 on previous page), to deliver a modern, comprehensive and efficient library service. The strategic aims are:-

1. Support and encourage reading and literacy (links to Libraries Ambition Outcome, 3.3 on previous page)
2. Improve digital services and inclusion (links to Libraries Ambition Outcome 3)
3. Contribute to the health and wellbeing of local communities (links to Libraries Ambition Outcome 5)
4. Provide access to trusted sources of information (links to Libraries Ambition Outcome 7)
5. Facilitate and provide learning (links to Libraries Ambition Outcome 4)

- 4.3 The Hampshire Library Strategy also develops a comprehensive set of data (called a Library Needs Assessment) covering the performance of libraries and the needs of their local communities, which helped inform the Strategy (p 22-25). This will be updated annually and supports the Libraries Deliver document statement about the importance of decision making based on evidence and local need (3.4 on previous page).

- 4.4 The Strategy includes the development of community hubs, which are libraries working in partnership with other council services, community and voluntary sector organisations and central government. Hampshire's biggest libraries, such as Waterlooville and Fareham, and its three Discovery Centres (Basingstoke, Gosport and Winchester) are, in effect, already working as community hubs and, by the end of 2017, Gosport Discovery Centre is going to be officially re-opened as a Community Hub (Libraries Ambition Outcome 7).

- 4.5 All of Hampshire's libraries run a programme of events and activities ranging from Baby Rhymetime to Author Talks and Chess clubs. Not surprisingly, the larger libraries organise a much greater range of activities than the smaller ones (Libraries Ambition Outcome 1).

---

<sup>2</sup> [2016-04-18 EMCR Library Service Transformation - Approval of Strategy to 2020](#)

- 4.6 Hampshire's Library Strategy identifies ways of diversifying income streams, to help its future financial sustainability and also highlights the need to develop staff to ensure they are equipped with the skills, knowledge and expertise to meet evolving customer needs (3.4 on previous page). In addition the Strategy identifies the need to research the viability of alternative operating models for the Library Service (3.4 on previous page).

## 5. Summary

- 5.1 Whilst Hampshire's Library Strategy to 2020 was published eight months before the Library Taskforce's Libraries Deliver document, it is remarkably similar to the Libraries Deliver document and its outcomes. This can only stand Hampshire's Library Service in good stead as it uses the Strategy to inform its planning for the next four years and to bid for funding from other sources.

## 6. Recommendation

- 6.1 That the Executive Member for Culture, Recreation and Countryside endorses the Libraries Taskforce's **Libraries Deliver: Ambition for Public Libraries in England 2016-2021** and recognises its good fit with Hampshire's Library Strategy to 2020.

**CORPORATE OR LEGAL INFORMATION:****Links to the Corporate Strategy**

<b>Hampshire safer and more secure for all:</b>	yes
<b>Maximising well-being:</b>	yes
<b>Enhancing our quality of place:</b>	yes

**Section 100 D - Local Government Act 1972 - background documents**

**The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)**

DocumentLocation

None

## **IMPACT ASSESSMENTS:**

### **1. Equality Duty**

The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

**Due regard in this context involves having due regard in particular to:**

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

#### **Equalities Impact Assessment:**

There is no impact on equalities as a result of the recommendations in this report.

### **2. Impact on Crime and Disorder:**

There is no impact on crime and disorder.

### **3. Climate Change:**

- a) How does what is being proposed impact on our carbon footprint / energy consumption? No impact.
- b) How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts? No impact.

## HAMPSHIRE COUNTY COUNCIL

### Decision Report

<b>Decision Maker:</b>	Executive Member for Culture, Recreation and Countryside
<b>Date:</b>	15 June 2017
<b>Title:</b>	Review of Outside Body appointments by the Executive Member for Culture, Recreation and Countryside
<b>Report From:</b>	Director of Culture, Communities and Business Services

**Contact name:** Nicola Horsey

**Tel:** 01962 845423

**Email:** nicola.horsey@hants.gov.uk

#### 1. Executive Summary

1.1 During the last County Council administration, the Executive Member for Culture, Recreation and Countryside appointed 65 County Councillors as Council representatives to 46 different cultural and community organisations relevant to his portfolio. This report lists those Member appointments to external culture and community organisations and recommends changes to the current process to improve efficiency.

#### 2. Background

2.1 In January 2015 the Culture and Communities Select Committee agreed the terms of reference for a review of grants, led by a cross party Task and Finish Group. The Group led a review of grant funding to cultural and community organisations and made a series of recommendations to the Select Committee and to the Executive Member for Culture, Recreation and Countryside.<sup>1</sup>

2.2 Most of the organisations which receive an annual revenue grant from the Executive Member for Culture, Recreation and Countryside have a County Councillor appointed to their Board of Trustees as a condition of the grant funding. In addition a wide range of other cultural and community organisations also have a County Councillor appointed to their Board of Trustees or Management/Advisory Groups. All of these appointments (65 in total) are made by the Executive Member for Culture, Recreation and Countryside through his Decision Days.

2.3 At its meeting on 11 May 2016, the Task and Finish Group considered the list of County Councillor appointments to cultural and community organisations and asked Officers to review the arrangements to improve efficiency.

---

<sup>1</sup> [2015-09-14 EMCR Review of Grant Funding to Cultural and Community Organisations](#)

### **3. Current Position**

- 3.1 Appendix 1 lists the 46 organisations that the Executive Member for Culture, Recreation and Countryside appointed Members to, the Members appointed in 2016-17 and the grant to each organisation, where applicable.
- 3.2 Appointments of Member representation to an outside culture and community organisation are made by the Executive Member at his Decision Days. There is an expectation that appointed Members should feed back to the Executive Member, and a formal process by which this is managed will be introduced for all outside body appointments.
- 3.3 The role held by appointed Members varies across organisations and includes both Trustee and Observer types for Boards of independent organisations and Committee Member for Management/Advisory Groups. These roles come with different responsibilities and accountabilities as set out in Appendix 2.
- 3.4 Currently the terms and conditions attached to a cultural, recreation and community grant require that only those organisations receiving a grant of £30,000 or more must appoint a County Councillor as an Observer to their Board.

### **4. Review of Member Representation on Outside Organisations**

- 4.1 The 46 culture and community organisations were written to in July 2016 to ask for information about the current arrangements with their nominated County Councillor/s. To simplify the process in the future, the outside organisations were also asked for their views on some draft criteria which, if agreed, would make it easier to determine whether or not the County Council should nominate a County Councillor onto an outside organisation.
- 4.2 At the same time all the County Councillors nominated to attend the outside organisations were asked for their views on the current arrangements and their thoughts on the draft criteria for future nominations.
- 4.3 The views gathered from the consultation informed the proposals which are set out in this report.

### **5. Feedback from the Consultation**

- 5.1 The main conclusion from the consultation was that both Members and the organisations which responded (six in total) valued participation by the County Council and wanted this to continue. However the consultation did identify some issues that need to be addressed. These are:-
  - A lack of consistency about Members' roles on Boards. Some are Trustees, others are Observers. There was also a lack of understanding

about whether the Members attended as a formal representative of the County Council or by invitation from the organisation.

- A lack of understanding about the differences between the Trustee or Observer roles.

5.2 The majority of respondents from the organisations expressed a preference for Members to attend their Boards as an Observer, rather than a Trustee. They also were in broad agreement of the proposed draft criteria to determine whether or not a County Council representative is required.

5.3 The consultation also highlighted the need to improve the appointment process for Members and the importance of being clear about why there was a need for the County Council to have a representative.

5.4 Feedback from the consultation as part of the review identified that some organisations were no longer in operation, had changed their name or where representation has discontinued by mutual agreement of the County Councillor and the external organisation. In some cases the County Council did not know that the current position had changed.

5.5 The Grants Task and Finish Group met on 2 November 2016 to consider the findings from the consultation and their feedback has informed this report.

## **6. Proposals**

### **Criteria for representation**

6.1 It is proposed to use a set of criteria to determine whether the County Council should be represented on the Board of an organisation or Management/Advisory Group in the culture and communities sphere. The proposed criteria for having a County Councillor on such an outside organisation is set out in Appendix 3 and can be summarised as:-

- There are statutory or legal requirements for County Council representation.
- The organisation receives regular revenue funding of £30,000 or more per annum.
- The organisation is of significant interest or value to the County Council.
- The organisation has ownership or management relationships with the County Council.

6.2 Where external organisations do not meet any of the criteria set out above, it is recommended that formal County Council representation is not continued when all Outside Bodies are re-appointed following the County Council elections in May 2017. A Member could still choose to take up any invitation from such an organisation to join the board or committee (or remain a board/committee member) to represent the local community or because they have a special interest in the services delivered, but only in their own

personal capacity. In such cases the Member would not be representing the County Council and they would not be eligible for expenses paid under the County Council's Members' Allowances Scheme. Expenses may be paid by the organisation itself, according to their policy on the reimbursement of Board members and volunteers. Similarly Hampshire County Council's Member Indemnity Scheme would not apply as the Member would be acting in the own personal capacity. The Member Indemnity Scheme applies where a Member is either representing the Council or undertaking the role as part of their duties as a County Councillor.

- 6.3 Using the criteria set out in 6.1 above means that the Executive Member for Culture, Recreation and Countryside would continue to make appointments to 22 organisations after May 2017, and it would cease County Council representation on 24 organisations/advisory groups. These 24 organisations that will no longer have County Council representation are listed in Appendix 4. If these recommendations are approved, these organisations will receive written confirmation from Officers.

#### **Number and type of representation**

- 6.4 It is recommended that continued County Councillor representation on the Board of an external culture and communities organisation will normally be as a non voting Observer rather than as a voting Trustee. This is because a Trustee must first and foremost make decisions in the interest of the external organisation. County Councillors that are Trustees of an external organisation may encounter difficult conflicts of interest between their role as a member (which requires them to actively represent the County Council's views and interests) and their role as a Trustee of an external body. In exceptional circumstances, the appointment of a Trustee may be negotiated and agreed between the County Council and an organisation.
- 6.5 Advisory Groups, Panels and Joint Management Committees make an important contribution to the strategic decision making and review of public services for which all attendees are committee members with a decision making role. The role of Committee Member is more appropriate in these groups than Trustee or Observer. Changes to the County Council's representation on statutory bodies fall outside the remit of this report.
- 6.6 Appendix 5 sets out the list of 22 external culture and communities organisations that would continue to have County Council representation and confirmation of the role as Trustee, Observer or Committee Member. These roles are non voting observers or committee members for the reasons set out in Appendix 2 and section 6.4 of this report.
- 6.7 The review found differences in the number of County Councillors represented on individual organisations. In order to simplify this, it is recommended that, in the majority of cases, only one representative of Hampshire County Council is required unless there is a good reason why there needs to be more than one. The organisations that in the future will have one County Councillor representative are also listed in Appendix 5.



6.8 It is recommended that, in addition to the existing corporate induction for Members provided by Democratic and Member Services, with regards to culture and communities appointments, the following principles should be developed and implemented:

- Where practicable, newly appointed Members onto outside organisations should receive some handover briefing from their predecessor.
- Where appropriate, additional information will be provided by Officers within the relevant Service to supplement the core induction provided by Democratic and Member Services.
- Expectations and responsibilities of the Member, Council and Organisation will be clearly communicated to all parties.
- An effective and efficient process to collect annual feedback by the County Councillors appointed to outside bodies to be developed in consultation with the relevant Executive Member.
- This feedback will be reviewed alongside the criteria for representation to ensure there is value to the Council of continued Member involvement with each organisation.

6.9 The process of the relevant Executive Member with responsibility for culture and communities making appointments to Outside Bodies at their Decision Day will continue to be discharged in accordance with the County Council's Constitution.

## **7. Schedule for implementation of changes**

7.1 It is recommended that changes to current arrangements are implemented immediately, for the Executive Member to make appointments as part of the establishment of the new administration from May 2017. Where a Member is no longer appointed to represent the Council or Executive Member, they may still choose to take up an invitation from that organisation to join the board or committee in their own capacity. The new arrangements will be communicated to both County Councillors and external organisations, if approved, as part of the corporate governance framework arrangements.

## **8. Recommendations**

8.1 That the Executive Member for Culture, Recreation and Countryside approves the proposals set out in section 6 of this report, including the changes that are set out in Appendices 4 and 5, for appointments to the outside bodies delegated to the Executive Member in the County Council's Constitution, from June 2017.

**CORPORATE OR LEGAL INFORMATION:****Links to the Corporate Strategy**

<b>Hampshire safer and more secure for all:</b>	yes
<b>Maximising well-being:</b>	yes
<b>Enhancing our quality of place:</b>	yes

**Section 100 D - Local Government Act 1972 - background documents**

**The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)**

Document

Location

None

## **IMPACT ASSESSMENTS:**

### **1. Equality Duty**

The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

**Due regard in this context involves having due regard in particular to:**

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

#### **Equalities Impact Assessment:**

There is no impact on equalities as a result of the recommendations in this report.

### **2. Impact on Crime and Disorder:**

There is no impact on crime and disorder.

### **3. Climate Change:**

- a) How does what is being proposed impact on our carbon footprint / energy consumption? No impact.
- b) How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts? No impact.

<b>Name of Outside Organisation - Culture and Communities Portfolio</b>	<b>Grant Funding 2017/18</b>	<b>Member Rep 2016/17</b>
Aldershot Military Museum	None	Councillors Choudhary, Rust
Ashford Hangers Consultative Group	None	Councillor Clarke
Anvil Trust (was Anvil Arts) Limited	£73,550	Councillor Chapman
Basingstoke Canal Management Committee	None	Councillors Bennison, Chapman, Gurden, Wall
Blackwater Valley Countryside Partnership	None	Councillors Collett, Glen
Blashford Lakes Consultative Forum	None	Councillor Heron
Bursledon & District Community Association	None	Vacant
Bursledon Windmill Management Committee	None	Councillors Grajewski, House, Kyrle
Deadwater Valley Trust Management Committee	None	Councillors Carew, Clarke
Eastleigh Museum Joint Management Committee	None	Councillors Grajewski, Kyrle, Lyon
Fordingbridge & District Community Association	None	Councillor Heron
Forest Arts Centre Management Advisory Committee	None	Councillor Rice
Forest Forge Theatre Company Ltd	£43,370	Councillor Rippon-Swaine
Fort Nelson Liaison Group	None	Councillor Hockley
Friends of the Royal Naval Museum & HMS Victory	None	Councillor Carter
Gilbert White's House, Oates Collection & Field Studies Centre	£32,975	Councillor Kemp-Gee
Gosport Museum Management Committee	None	Councillors G Burgess, Carter, Edgar
Hampshire Archives Trust	None	Councillor Gibson
Hampshire Buildings Preservation Trust Ltd	None	Mrs Felicity Hindson
Hampshire Countryside Access Forum	None	Councillor Humby
Hampshire Gardens Trust	None	Councillors Clarke, Joy, Mrs Felicity Hindson
Hampshire Museums & Galleries Trust (now the Wessex Heritage Trust)	None	Councillor Humby
Hampshire Playing Fields Association	£52,375	Councillor Stallard
Hanger Farm Arts Centre Consultative Committee	None	Councillor Harrison

<b>Name of Outside Organisation - Culture and Communities Portfolio</b>	<b>Grant Funding 2017/18</b>	<b>Member Rep 2016/17</b>
Leigh Park Community Association Management Committee (organisation has closed)	None	Councillors Fairhurst, Finch
Live Theatre Winchester Trust Ltd	£90,830	Councillor Stallard
Lymington Museum Trust	£30,000	Councillor England
Making Space, Leigh Park	£33,320	Councillor Bolton
Mary Rose Trust	None	Councillor Carter
New Forest Access Forum	None	Councillor Rippon-Swaine
New Forest Ninth Centenary Trust (was New Forest Centre)	None	Councillor Kendal
Nuffield Theatre Trust Limited	None	Councillor Carter
Phoenix Theatre and Arts Centre	£13,600	Councillor Carew
Proteus Theatre Company	£40,335	Councillor Gurden
Queen Elizabeth II Silver Jubilee Activities Centre	£10,230	Councillor Kyrle
Red House Joint Management Committee	None	Councillors England, Rice
Royal Marines Museum (merged with National Museum of the Royal Navy)	None	Councillor Edgar
Royal Navy Submarine Museum	None	Councillor Carter
Silchester Roman Town Joint Advisory Panel	None	Councillor Chapman
Spring Arts and Heritage Centre	£107,610	Councillor Bolton
Twyford Waterworks Trust	None	Councillors Humby, Wall
Westbury Manor Museum, aka Fareham Museum Joint Management Committee	None	Councillors Latham, Matthews
West End Arts Centre Management Advisory Committee	None	Councillors Choudhary, Rust
Whitchurch Silk Mill Trust	£19,265	Councillor Thacker
Winchester Excavations Committee	None	Councillor Stallard
Yateley Common Management Committee	None	Councillors Collett, Simpson

## Comparison of Trustee, Observer and Committee Member Roles

Representation roles can be broadly divided into Trustee or Observer. All properly appointed members of a charitable body are charity trustees in law, whatever they are called (trustees, directors, committee members, governors or something else).

Functions	Trustee (voting) Roles	Observer (non-voting) Roles
Appointment by the Board	Requirement under the articles of association	Optional. Number of Observers must be less than the number of Trustees.
Term of office	Every 3 to 4 years	Annually
Membership of the Organisation	Yes	No
Attendance and participation in Board meetings	Yes	Yes, can participate in debate, offer information, advice, or support if invited by the Chair of the Board.
Participation in votes or decisions	Yes	No
Conflict of Interests	May be requested to leave the meeting and must honour this request.	May be requested to leave the meeting and must honour this request.
Ability to represent the County Council	Any elected Members appointed as Trustees must first and foremost make decisions in the interest of the external organisation. Charity Trustees are not able to represent the County Council.	Elected members appointed as Observers to a Board can actively represent the County Council's views and interests.

### Note Liabilities of Trustees

- **Personal liability** - Trustees can be held liable to their charity for any financial loss they cause or help to cause.
- **Liability to Third parties** - Charities or their trustees can become liable to a third party who has a claim against the charity such as: breaches of an employee's terms; a member of the public being injured on the charity's premises; liability to any staff pension scheme.
- **Criminal Liability** - In some cases, the charity or its trustees can become liable for offences committed by the charity's staff.

### Role of Committee Member on Advisory Committees

Advisory Committees provide non-binding strategic advice, information or expertise and are usually more informal, and therefore more flexible, in nature than a Board of Trustees for example. To differentiate the role played by Members on such bodies from that of a Trustee or an Observer, we have used the term Committee Member in this paper. Committee Members can participate fully in meetings. Usual expectations around Conflict of Interests apply and Committee Members should also actively represent the County Council's views and interests and should report back to the Executive Member.

## Proposed Criteria for Representation

**Organisations/bodies must meet at least one of the following criteria for a Hampshire County Council representative to be appointed:**

- An organisation where there is a ***statutory or other legal requirement*** for County Council representation.

or

- An organisation in receipt of ***significant annual investment funding*** (£30,000 or more over a 12 month period, not including one-off capital funding) by the County Council.

or

- An organisation or consultative body that is considered to be of ***significant interest and/or value*** to the County Council and the community (including opportunities for networking, funding, information gathering, partnership working, sharing of best practice, public reputation, lobbying or other corporate interests) or that provides services to a significant number of residents, tourists and local businesses or has the potential to affect the lives of significant numbers.

or

- An organisation has ***ownership or a management relationship*** with the County Council. This may include the management of a building or land owned by the County Council. It could include an organisation that is fundamental to the operation of the County Council's services such as partnerships or joint ventures; Trusts; Local Authority Trading Companies; or a Management Committee.

Table of Outside Bodies and Consultative Groups that will no longer have Council Representation

Name of Outside Body or Consultative Group	2016/17 Council Representation	Notes
Aldershot Military Museum	Councillors Choudhary, Rust	
Blashford Lakes Consultative Forum	Councillor Heron	
Bursledon & District Community Association	Vacant	
Fordingbridge & District Community Association	Councillor Heron	
Forest Arts Centre Management Advisory Committee	Councillor Rice	Part of Hampshire Cultural Trust
Fort Nelson Liaison Group	Councillor Hockley	Fort owned by Council
Friends of the Royal Naval Museum & HMS Victory	Councillor Carter	
Hampshire Buildings Preservation Trust Ltd Board of Management	Mrs Felicity Hindson	
Hanger Farm Arts Centre Consultative Committee, Totton	Councillor Harrison	
Leigh Park Community Association Management Committee	Councillors Fairhurst, Finch	Organisation closed
Mary Rose Trust	Councillor Carter	
New Forest Access Forum	Councillor Rippon-Swaine	
New Forest Ninth Centenary Trust	Councillor Kendal	Previously the New Forest Centre
Nuffield Theatre Trust Board of Management	Councillor Carter	No longer grant funded by Council and in the City of Southampton
The Phoenix Theatre and Arts Centre, Bordon	Councillor Carew	Below grant threshold of £30,000
The Wessex Heritage Trust	Councillor Humby	Previously the Hampshire Museums & Galleries Trust



Name of Outside Body or Consultative Group	2016/17 Council Representation	Notes
Queen Elizabeth II Silver Jubilee Activities Centre	Councillor Kyrle & vacant position	Below grant threshold of £30,000
Royal Marines Museum Board of Trustees	Councillor Edgar	Organisation merged with National Museum of the Royal Navy Board and no longer meets
Royal Navy Submarine Museum	Councillor Carter	
Silchester Roman Town Joint Advisory Panel	Councillor Chapman	
Twyford Waterworks Trust	Councillors Humby, Wall	
West End Arts Centre Management Advisory Committee, Aldershot	Councillor Rust, Choudary	Part of Hampshire Cultural Trust
Whitchurch Silk Mill Trust	Councillor Thacker	Below grant threshold of £30,000
Winchester Excavations Committee	Councillor Stallard	

Table of Outside Bodies and Consultative Groups with recommended continued Council Representation

Name of Outside Body or Consultative Group	2016/17 Council Representation	Proposed role	Decision making role	Notes
<b>Outside Group or Body where there are no changes to the type of representation or the number of representatives</b>				
Ashford Hangers Consultative Group	Councillor Clarke	Committee Member	Yes	
Basingstoke Canal Joint Management Committee	Councillors Bennison, Chapman, Gurden, Wall	Committee Member	Yes	
Blackwater Valley Countryside Partnership	Councillor Collett CRC rep; <i>Councillor Glen is an ETE rep</i>	Committee Member	Yes	ETE representation is not covered by this review
Bursledon Windmill Joint Management Committee	Councillors Grajewski, House, Kyrle	Committee Member	Yes	
Eastleigh Museum Joint Management Committee	Councillors Grajewski, Kyrle, Lyon,	Committee Member	Yes	
Gosport Museum Joint Management Committee	Councillors G Burgess, Carter, Edgar	Committee Member	Yes	
Hampshire Countryside Access Forum	Councillor Heron	Committee Member	Yes	
Live Theatre Winchester Trust Ltd (Winchester Theatre Royal)	Councillor Stallard	Observer	No	Above grant threshold of £30,000
Proteus Theatre Company Board of Directors	Councillor Gurden	Observer	No	Above grant threshold of £30,000
Red House Museum Joint Management Committee	Councillors England, Rice	Committee Member	Yes	
Westbury Manor Museum, aka Fareham Museum Joint Management Committee	Councillors Latham, Matthews	Committee Member	Yes	
Yateley Common Management Committee	Councillors Collett, Simpson	Committee Member	Yes	
<b>Outside Groups or Body that will retain Council representation but where the number of representatives will reduce</b>				

Name of Outside Body or Consultative Group	2016/17 Council Representation	Proposed role	Decision making role	Notes
Deadwater Valley Trust Management Committee	Councillors Carew, Clarke	Committee Member	Yes	Number of HCC reps reduce from 2 to 1
Forest Forge Theatre Company Ltd Board of Directors	Councillor Rippon-Swaine & one vacant position	Observer	No	Above grant threshold of £30,000 Number of HCC reps to reduce from 2 to 1 One rep was trustee and one was observer
Hampshire Gardens Trust	Councillors Clarke, Joy, Mrs Felicity Hindson	Executive Committee Member	Yes	Number of HCC reps reduces from 3 to 1 The appointment should be a democratically elected Member
<b>Outside group or body that will retain Council representation and the same number of representatives but where the role will change to an Observer</b>				
Anvil Trust (was Anvil Arts) Limited	Councillor Chapman	Observer	No	Above grant threshold of £30,000
Gilbert White's House & Oates Collection & Field Studies Centre	Councillor Kemp-Gee	Observer	No	Above grant threshold of £30,000 Previously Council rep was Trustee
Hampshire Archives Trust	Councillor Gibson	Observer	No	Previously Council rep was Trustee
Lymington Museum Trust (aka St Barbe's Museum and Galleries)	Councillor England	Observer	No	Previously Council rep was Trustee
Hampshire Playing Fields Association	Councillor Stallard	Observer	Yes	Above grant threshold of £30,000
Making Space, The MOMC - Leigh Park Crafts Initiative Trust Limited	Councillor Bolton	Observer	No	Above grant threshold of £30,000. Previously Council rep was Trustee with voting rights as the Council owns the building. Building Lease is now managed separately to grant funding
Spring Arts and Heritage Centre	Councillor Bolton	Observer	No	Above grant threshold of £30,000

This page is intentionally left blank

## HAMPSHIRE COUNTY COUNCIL

### Decision Report

<b>Decision Maker:</b>	Executive Member for Culture, Recreation and Countryside
<b>Date:</b>	15 June 2017
<b>Title:</b>	Appointments to Statutory Joint Committees and Outside Bodies
<b>Report From:</b>	Director of Transformation and Governance – Corporate Services

**Contact name:** Emma Clarke

**Tel:** 01962 847356

**Email:** emma.clarke@hants.gov.uk

#### 1. The Decision: (PROPOSED)

That subject to the agreement of the recommendations to the Executive Member contained within Item 5 on the agenda, Review of Outside Body appointments by the Executive Member for Culture, Recreation and Countryside, the Executive Member makes appointments to the Statutory Joint Committees, Outside Bodies and other organisations as detailed below. The term of office to expire at the County Council elections in May 2021.

##### a) STATUTORY JOINT COMMITTEES

<b>Name of body and number of representatives required</b>	<b>Appointment(s) until May 2017 (for reference)</b>	<b>Appointment(s) until May 2021</b>
<b>Basingstoke Canal JMC</b> 4 representatives	Cllrs Bennison, Chapman, Gurden and Wall	
<b>Bursledon Windmill JMC</b> 3 representatives	Cllrs House, Kyrle and Grajewski	
<b>Eastleigh Museum JMC</b> 3 representatives	Cllrs Kyrle, Grajewski and Lyon	
<b>Fareham Museum JMC (regarding Westbury Manor Museum)</b> 2 representatives	Cllrs Latham and Matthews	

<b>Gosport Museum JMC</b> 3 representatives	Cllrs Burgess, Carter and Edgar	
<b>Red House Museum JMC</b> 2 representatives	Cllrs England and Rice	

b) **OUTSIDE BODIES AND OTHER ORGANISATIONS**

<b>Name of body and number of representatives required</b>	<b>Appointment(s) until May 2017 (for reference)</b>	<b>Appointment(s) until May 2021</b>
<b>Anvil Trust</b> 1 representative	Cllr Chapman	
<b>Ashford Hangers Consultative Group</b> 1 representative	Cllr Clarke	
<b>Blackwater Valley Countryside Partnership</b> 1 representative	Cllr Collett	
<b>Deadwater Valley Trust Management Committee</b> 1 representative	Cllrs Carew and Clarke	
<b>Forest Forge Theatre Company Ltd Board of Directors</b> 1 representative	Cllr Rippon-Swaine	
<b>Gilbert White's House &amp; the Oates Collection &amp; Field Studies Centre</b> 1 representative	Cllr Kemp-Gee	
<b>Hampshire Archives Trust</b> 1 representative	Cllr Gibson	
<b>Hampshire Countryside Access Forum</b> 1 representative	Cllr Stallard	
<b>Hampshire Gardens Trust</b> 1 representative	Cllrs Clarke, Joy and Honorary Alderman Mrs Felicity Hindson	
<b>Hampshire Playing Fields</b>	Cllr Stallard	

<b>Association</b> 1 representative		
<b>Live Theatre Winchester Trust Ltd</b> 1 representative	Cllr Stallard	
<b>Lymington Museum Trust (St Barbe)</b> 1 representative	Cllr England	
<b>Making Space</b> 1 representative	Cllr Bolton	
<b>Proteus Theatre Company Board of Directors</b> 1 representative	Cllr Gurden	
<b>Spring Arts and Heritage Centre</b> 1 representative	Cllr Bolton	
<b>Yateley Common Management Committee</b> 2 representatives	Cllrs Collett and Simpson	

**2. Reason for the decision:**

2.1. To maintain County Council representation on committees and bodies within the community.

**3. Other options considered and rejected:**

3.1. Not to make appointments, which would cease County Council representation.

**4. Conflicts of interest:**

4.1. Conflicts of interest declared by the decision-maker: None

4.2. Conflicts of interest declared by other Executive Members consulted: None

**5. Dispensation granted by the Conduct Advisory Panel: None**

**6. Reason(s) for the matter being dealt with if urgent: Not applicable.**

**7. Statement from the Decision Maker:**

**Approved by:**

**Date:**

**15 June 2017**

-----  
**Councillor Andrew Gibson  
Executive Member for Culture, Recreation and  
Countryside**