

# Report

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Report to:	<b>Clydesdale Area Committee</b>
Date of Meeting:	<b>7 September 2010</b>
Report by:	<b>Executive Director (Corporate Resources)</b>

Subject:	<b>Twining Grant Application – KODA</b>
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## 1. Purpose of Report

1.1 The purpose of the report is to:-

- ◆ advise on action taken, in terms of Standing Order No 36(c) because of the timescales involved, by the Executive Director (Corporate Resources), in consultation with the Chair and an ex officio member, to approve an application by KODA for a twinning grant which had been assessed as meeting the relevant criteria. The purpose of the grant was for a musical/cultural exchange involving 19 participants who were travelling to Hemmingen, Germany between 6 and 9 August 2010.

## 2. Recommendation(s)

2.1 The Committee is asked to approve the following recommendation(s):-

- (1) that the following action taken, in terms of Standing Order No 36(c), by the Executive Director (Corporate Resources), in consultation with the Chair and an ex officio member be noted;
- ◆ the award of a twinning grant of £570 to KODA for a musical/cultural exchange involving 19 participants travelling to Hemmingen, Germany between 6 and 9 August 2010; and
  - ◆ authorisation for the Executive Director (Corporate Resources), in consultation with the Chair or Depute Chair, to vary the award, if necessary, to take account of the final number of participants involved in the twinning link

## 3. Background

3.1 At the Executive Committee meeting of 25 February 2009, it was agreed that a flat rate grant of £30 per person be awarded for both incoming and outgoing participants on twinning exchanges between the Council's twin towns. The revised grant would apply to applications received from 1 April 2009.

## 4. Criteria for Twining Travel/Hosting Grants

4.1 Organisations applying for funding to participate in an exchange should meet the following criteria:-

- ◆ well established bona fide organisations, properly constituted with open membership
- ◆ bank account must be held in the name of the organisation
- ◆ organisation should have been in operation for at least one year
- ◆ non-profit making, voluntary organisation

- 4.2 Funding will be considered for contribution towards:-
- ◆ travel/insurance costs for outgoing exchanges
  - ◆ programme of activity for visitors, incoming exchanges
  - ◆ hosting costs (in-kind) for incoming exchanges, ie welcome pack in cases of need

## **5. Details of Application by KODA**

- 5.1 The details of the application by KODA for a twinning grant are as follows:-

Dates of Visit (Outgoing): 6 to 9 August 2010  
Twin Town Link: Hemmingen, Germany  
Purpose of Exchange: Musical and cultural exchange to maintain links  
No of Participants: 19  
Grant Allocation: £570

## **6. Employee Implications**

- 6.1 None

## **7. Financial Implications**

- 7.1 A total budget allocation for 2010/2011 of £9,500 has been agreed to support twinning grant applications from groups throughout South Lanarkshire. The application can be funded from this allocation.

- 7.2 Final numbers of participants may, however, fluctuate between the time of application and the date of travel. Authority was also requested, therefore, for the Executive Director (Corporate Resources), in consultation with the Chair or Depute Chair, to vary the award to take account of the final number of participants involved in the twinning link.

## **8. Other Implications - Conditions of the Twinning Grants**

- 8.1 On signing the application form, the group will agree to:-
- ◆ act as ambassadors for their home town and conduct themselves in an appropriate manner during the exchange
  - ◆ spend any grant as detailed on the submitted application form
  - ◆ complete and return the "Monitoring and Evaluation Form" to the local Twinning Association within 28 days of each exchange visit
  - ◆ complete and return the "Financial Details Form" to the local Twinning Association within 28 days of the exchange
  - ◆ make receipts available to identified Council officers on request

- 8.2 The risk to the Council is that grant funding is not utilised for the purpose for which it was intended. The risk is mitigated by internal controls including audit procedures and a conditions of grant agreement. By completing and signing the application form, the organisation is agreeing to comply with the above conditions. Failure to comply with the conditions will be dealt with accordingly and future funding applications to South Lanarkshire Council will be jeopardised.

## **9. Equality Impact Assessment and Consultation Arrangements**

- 9.1 Appropriate consultation has taken place with Clydesdale International Twinning Association.

- 9.2 This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and, therefore, no impact assessment is required.

**Robert McIlwain**  
**Executive Director (Corporate Resources)**

6 August 2010

**Link(s) to Council Objectives/Improvement Themes/Values**  
People Focused

**Previous References**  
None

**List of Background Papers**  
KODA Twinning Grant application form

**Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

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