

# Report

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Report to:	<b>Hamilton Area Committee</b>
Date of Meeting:	<b>9 February 2011</b>
Report by:	<b>Executive Director (Corporate Resources)</b>

Subject:	<b>Twinning Grant Application – Hamilton District Twinning Association</b>
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## 1. Purpose of Report

1.1 The purpose of the report is to:-

- ◆ obtain formal approval of an application by Hamilton District Twinning Association for a twinning grant which has been assessed as meeting the relevant criteria. The purpose of the grant is for a social/cultural exchange involving 49 participants travelling to Châtellerault, France between 6 and 13 April 2011.

## 2. Recommendation(s)

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

- (1) that a twinning grant of £1,470 be awarded to Hamilton District Twinning Association for a cultural and social exchange involving 49 participants travelling to Châtellerault, France between 6 and 13 April 2011; and
- (2) that the Executive Director (Corporate Resources), in consultation with the Chair or Depute Chair, be authorised to vary the award to take account of the final number of participants involved in the twinning link

## 3. Background

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 Twinning 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 Current Application by Hamilton District Twinning Association**

5.1 The details of the current application by Hamilton District Twinning Association for a twinning grant are as follows:-

Dates of Visit:	6 to 13 April 2011
Twin Town Link:	Châtellerault, France
Purpose of Exchange:	Cultural and social exchange to maintain links
No of Participants:	49
Grant Allocation:	£1,470

## **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 is 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 Grant**

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 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 Hamilton District 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)**

8 November 2010

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

**Previous References**

Minutes of Executive Committee of 25 February 2009

**List of Background Papers**

Hamilton District Twinning Association 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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