



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Support for Sport – independent applications
Date:	8 August 2013
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Claire Moraghan, Sports Development Officer

1.	Relevant Background Information
	Members sought clarification on the submission of Support for Sport applications at the meeting of the Committee on 13 th June 2013, not by sports clubs themselves, but on their behalf by a third party.

2.	Key Issues
	<p>In previous discussion, the primary concerns noted were:</p> <ol style="list-style-type: none">1. Clubs unaware of applications being submitted2. Clubs unaware of the content of the application3. Clubs described inaccurately/incompletely on the application4. Clubs paying organisations to complete applications5. Clubs not using consultants being disadvantaged6. Clubs unable to deliver the programme described on the form. <p>After considering the approach used by other sections within Council, the approach adopted by the Good Relations Partnership on 5th November 2012 appears to be the most effective in minimising the impact of applications completed by third parties.</p> <p>It is proposed that the Support for Sport Guidance Notes are amended to the following wording to clearly state the intent behind the guidance:</p> <p><i>“We require all applications to be completed in their entirety by group(s)/organisation(s) applying for funding, not using third party consultants/advice services. This is to ensure that the group(s)/organisation(s) are fully conversant with the information being detailed on the application(s) being made, which is required by the Council.</i>”</p>

	<p><i>“The Council has a dedicated Sports Development Team, which will assist group(s)/organisation(s) in the development and completion of applications being made, to ensure that every opportunity to access the funding stream is afforded.”</i></p> <p>To ensure compliance, a tick box will be added and the following text to the Support for Sport application form above the signature strips:</p> <p><i>“I confirm that this application form has been filled in <u>by</u> (and not on behalf of) the group.”</i></p> <p>The Department will carry out the following checks to confirm if the form has been completed independently:</p> <ol style="list-style-type: none"> 1. Officer to call the club contact person when application is received, and ask for a project description. 2. Officer to compare signatures on application with other documents (constitution, child protection policy etc.) <p>If there is evidence that the club has not completed the form the action taken would be to reject the application at that time. The club/organisation will be eligible to submit an application at a later date with support as required from the Sports Development officers.</p>
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3.	Resource Implications
	There are no additional resource requirements from this report.

4.	Equality Implications
	There are no equality implications from this report.

5.	Recommendations
	<p>It is recommended that;</p> <ol style="list-style-type: none"> 1. the Support of Sport Guidance Notes and Application Forms are amended as outlined above; 2. two additional spot checks are made, and actions taken, to ensure independent submission of applications

6.	Decision Tracking
	Leisure Development Manager to ensure decisions are implemented.

7.	Key to Abbreviations
	None

8.	Documents Attached
	None