

## HAMPSHIRE COUNTY COUNCIL

### Decision Report

<b>Decision Maker:</b>	Executive Member for Policy and Resources
<b>Date:</b>	9 March 2011
<b>Title:</b>	Annual Grants to Voluntary and Community Organisations
<b>Reference:</b>	2345
<b>Report From:</b>	Chief Executive

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#### 1. Executive Summary

- 1.1. This report makes a recommendation to approve the proposals for annual grants, from the Policy and Resources budget in 2011/12, for the Voluntary and Community organisations listed in paragraph 4.
- 1.2. It is also recommended that in the near future the application process and criteria be streamlined to give a consistent approach with the corporate grants work stream.
- 1.3. A further recommendation is that from the start of the 2012/13 financial year the Part B organisations be removed from the annual grant round and encouraged to apply for funding as and when required during the financial year. This will enable these organisations to make their application at a time to suit their own budget planning process.

#### 2. Background

- 2.1. Hampshire County Council recognises the value of working with voluntary and community organisations and the contribution they make to help the County Council deliver its aims and objectives. The organisations listed in Paragraph 4 receive grants from the Policy and Resources budget which are subject to yearly review.
- 2.2. Part A organisations – Councils of Voluntary Service (CVS) and Community Action Hampshire (CAH).

The grant provided to the Councils for Voluntary Service (CVS) is to enable them to fulfil their role to support and build capacity in the wider sector. This work is of increasing importance as the Council seeks ways to develop an approach to the “Big Society”.

The County Council has continued to develop its partnership with these organisations and worked to ensure they provide value for money services. This has been done by more robust monitoring and increasing opportunities for the

Voluntary and Community Sector organisations to give presentations about the outcomes of their work and to participate in joint meetings. During the past two years the CVS network has endeavoured to find more efficient ways of working.

### 2.3. Other Part A Organisations

Many of the County Council departments have a working relationship with these organisations. The grants for these organisations are however not subject to the same level of monitoring as the Part A organisations. Work is currently being undertaken to streamline the monitoring for all organisations listed under part A of the report.

### 2.4. Part B Organisations

2.5. Applications for these grants are currently submitted and reviewed on an annual basis. It is recommended that in future these organisations be taken out of the annual grant round and that they be encouraged to apply for funding as and when required during the financial year . This will enable these organisations to make their application at a time to suit their own budget planning process.

2.6. Further details about the work of all the Part A and B organisations and the outcomes for the past financial year can be found in Appendix 1

## 3. Budget position

3.1. The total amount of grants being recommended for approval in 2011/12 is £1,098,906, which can be accommodated within the existing budget.

3.2. For all the Part A organisations, the amounts being recommended are an 8% reduction on the 2010/11 awards. These organisations are being encouraged to continue their work to make efficiencies throughout the year in anticipation of a similar budget reduction in 2012/13.

## 4. Recommended grant allocations

Name of Organisation	Sum Awarded 2010/11	Amount Recommended 2011/12
<b>Part A Organisations</b>		
Community Action, Hampshire - Grant - Accommodation	302,893 33,133	285,990 22,075*
District Councils of Voluntary Service Including Volunteer Centres	594,474	561,300
Hampshire Association of Local Councils	85,504	80,733**
Citizens Advice, Hampshire	112,655***	106,368
Victim Support, HIOW	16,433	15,516

<b>Name of Organisation</b>	<b>Sum Awarded 2010/11</b>	<b>Amount Recommended 2011/12</b>
Relate	28,934	27,319
Winchester Centre ****	12,900	12,180
<b>Part B Organisations</b>		
Winchester Cathedral Trust	2,500	2,500
St. Mary's Music Foundation *****	2,000	Nil
The City of Winchester Trust	1,000	1,000
Use of Great Hall	6,000	6,000

\* Community Action Hampshire (CAH)

The amount of £22,075 is the final agreed transition payment for CAH following their purchase of Beaconsfield House in 2009.

\*\*Hampshire Association of Local Councils

In addition to the amount shown in 2010/11 above, Hampshire Association of Local Councils was also awarded a sum of £28,793 towards staffing matters.

\*\*\* Citizens Advice, Hampshire

In addition to the amount shown in 2010/11 above, Citizens Advice, Hampshire was awarded an additional sum of £40,000 to help manage the increase in their debt workload.

Further details on each organisation can be found in Appendix 1 of the report.

## **5. Proposed future changes**

### **5.1. \*\*\*\* The Winchester Centre**

In 1995 a number of voluntary organisations were relocated in to the Winchester Centre. As part of the agreement, at the time, and because the accommodation rents were higher than those in the previous premises Hampshire County Council agreed to pay an annual amount to subsidise the rental cost.

In 2010/11, £12,900 was paid to Winchester Area Community Action (WACA), who manage the Centre. Their financial accounts show that the funding was split between WACA Core - £7,000, The Volunteer Centre - £2,800 and the Advocacy Project - £3,100 (the latter two are both projects of WACA). WACA and the Volunteer Centre both receive additional core funding from the Policy and Resources Grant.

Some of the original WACA projects, that were supported as part of the original relocation, no longer exist so consideration is being given as to whether the allocated amount should in the future be reduced.

5.2. \*\*\*\*\* St Mary's Music Foundation

St Mary's Music Foundation was established to provide children and young people with the opportunity for musical education and training. Funding helps towards the cost of an organ scholarship.

To ensure the County Council receives the appropriate recognition, the beneficiary must come from within the Hampshire county boundary, a condition set when the grant was initially awarded. Unfortunately, the Foundation has been unsuccessful in finding a suitable candidate this year and, after consultation with the applicant, it is recommended that no award be made for the time being. Should a candidate be found during the coming year, then it is recommended they re-apply at the appropriate time.

**6. Grant application process**

6.1. Part A organisations

The Councils of Voluntary Service and Community Action Hampshire are not required currently to submit grant application forms. The funding is awarded to enable these organisations to exist and carry out their core functions. The close relationship that the Council has with these organisations, and the monitoring through the year, enables us to ensure that the funding is being used for the agreed purpose.

6.2. Other Part A organisations

Application forms are sent out to the other Part A organisations, on an annual basis, once they have completed an end of year report, providing information about outcomes from the previous years grant. As part of the application process they have to specify how the grant funding will be used. As the purpose of the funding for these organisations, and therefore the majority of the information in the application, is the same on an annual basis there may be a more efficient way of administering the process. Consideration is being given to putting grant agreements and more robust monitoring in place for the other Part A organisations.

6.3. Part B Organisations

The criteria currently used in considering grants from this budget are attached as Appendix 2. These have mainly existed since the inception of the grants to voluntary organisations budget and are reviewed on an annual basis.

The organisations apply for funding on an annual basis. The approach is not consistent with the application process for similar organisations who are required to apply for funding from the grant pot throughout the year.

**7. Recommendations.**

- 7.1. That decisions on grants to those organisations listed in Paragraph 4 of the report be approved for 2011/12 and that Community Action Hampshire and the district Councils of Voluntary Service be asked to consider and make recommendations on how best to achieve further reductions in 2012/13

- 7.2. That the application process and criteria be streamlined to fit the corporate grants work stream.
- 7.3 That from the start of the 2012/13 financial year the Part B organisations be taken out of the annual grant round and encouraged to apply for funding when they require it during the financial year .

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

<b>Hampshire safer and more secure for all:</b>	Yes
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> Leaders Decision Financial Assistance to Voluntary and Community Organisations – Annual Grants Report	<u>Reference</u> 1109	<u>Date</u> 21 <sup>st</sup> January 2010
<b>Direct links to specific legislation or Government Directives</b>		
<u>Title</u> Building a Stronger Civil Society		<u>Date</u> November 2010

**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.)**

<b>Document</b>	<b>Location</b>
Working with the Voluntary and Community Sector Hampshire County Council Policy Statement	Chief Executives
Monitoring the Voluntary and Community Sector Infrastructure bodies	Chief Executives

## **IMPACT ASSESSMENTS:**

### **1. Equalities Impact Assessment:**

- 1.1. The corporate efficiencies work programme and grants work stream, have taken in to account the impact of the proposals covered in this report. Voluntary & Community Organisations (VCOs) are in general ideally placed to have a positive impact on equality.
- 1.2. This decision is likely to have a moderate impact on equality. In line with the reduction in funding for the Council all grant funding streams have been reduced by 8%. It is recognised that this is likely to have an adverse impact on vulnerable communities. The organisations funded from the P&R budget have a role in supporting smaller organisations, this includes reaching out and working with diverse groups. Whilst the amount allocated in this report is reduced the Council will be working with these organisations to ensure that this doesn't adversely affect their ability to support vulnerable groups.

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

- 2.1. Providing grant funding to the infrastructure organisations will potentially have a positive impact on crime & disorder as many projects are run through voluntary organisations, volunteers are involved in neighbourhood watch schemes.

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

- 3.1. By awarding grant funding to support the core functions of the infrastructure organisations the Council will have an improved opportunity to ensure these organisations support our aims to reduce carbon footprint / energy consumption. This should have a long term positive impact.
- 3.2. By working more closely with the infrastructure organisations and improving their accountability the Council will have an improved opportunity to ensure they support our aims to tackle climate change, and be resilient to its longer term impacts.

## Further Information about the Organisations

### Part A organisations:

- Community Action Hampshire
- District Councils of Voluntary Service, including Volunteer Centres

### 1. Background

The 11 Councils of Voluntary Service (CVS), one in each district, and the county-wide organisation, Community Action Hampshire (CAH) are the main infrastructure bodies providing support, advice and services such as training to local voluntary & community groups. CAH is also a Rural Community Council supporting and enabling initiatives in the rural communities. The CVS's are 'trusts' (companies limited by guarantee) and registered charities for whom the core funding partners are the County Council, the District councils and in some areas the Primary Care Trust.

### 2. Improved monitoring arrangements

Last year more robust grant agreements with the district CVS and Community Action Hampshire were introduced. Revised agreements were developed with the County Council legal department which ensured more accountability and provided a framework for improved monitoring in partnership with our district colleagues.

Evidence has shown that the new agreement with the County Council has led to a greater consistency in how the CVS network works together. There has been an increase in the collaboration between CVS' with some joint initiatives across the CVS network

- The CVS network have jointly appointed a business manager who is undertaking an audit of services provided by the network.
- A CVS consortia are jointly commissioning Morlan Gil Human Resources Ltd to carry out their Human Resources function. This has reduced HR costs per annum and resulted in shared efficiencies across the network.
- Ten of the eleven CVS have completed a comprehensive Equality and Diversity Audit and are working on projects that will help to further embed equality policy within member organisations
- The network has devised a simplified equality and diversity audit tool for use by their membership.
- A shared approach to resources has resulted in individuals representing the network at meetings and feeding back information

The work to improve value for money is part of the wider County Council approach to improve the relationship with the voluntary and community sector and Cabinet agreed a Voluntary and Community Sector Policy Statement in November 2010 which outlines the Council's approach to maintaining good relationships with the sector during this time of difficult economic change. A key action is to increase the visible involvement of council officers and improve communication.

Joint monitoring arrangements were agreed with district councils and these began in April 2010. An officer from the County Council's Policy and Programme Office was present at each of the CVS and CAH Annual General Meetings in 2010. The information received at the monitoring meetings has informed this report.

Each CVS has provided at least one case study in order to demonstrate the social value of the Council's investment. These examples are available from the Policy and Programme Office in the Chief Executives Department.

### **3. Ensuring value for money**

Previous reviews of the infrastructure bodies have recommended that efficiencies could be gained through improved collaborative working. The Chief Officers (CHOFFS) of the local CVS's work together through a network. In order to maximise their time they elect lead officers to represent the network on strategic issues e.g. representative on the Hampshire Voluntary Consortium, The Chair of the CHOFFS is currently Rebecca Kennelly, Chief Executive of Basingstoke CVS and she will be superseded later this year by Steven English Chief Executive of Hart CVS.

The CVS network has over the past year increased their effort to address the need for greater efficiency and effectiveness both individually and as a network.

The key achievements during the past year are reported as:

- increased efficiency across key functions
- an increase in the number of people attending the CVS training courses and a growth in the variety of courses to match the changing needs of the sector in recent times, for example, courses about setting up Social Enterprises, Sustainable funding, Safeguarding
- sustained efforts to improve the cost effectiveness of the service they provide including the best use of their premises, improving the publicity around the hire of their facilities, reducing their rental space, or moving into shared accommodation. Test valley CVS are moving in to the District Council offices in Romsey.
- targets set locally have all been met and in some cases exceeded.

In 2009, the funding given to CVS' to promote or encourage volunteering was re-distributed in a more equitable way across the county. It is too soon to give detail of the long term impact this re-distribution has had, however, early evidence, and data provided by the volunteer centre managers, indicates that the impact has been positive.

In March 2010 the Executive Member for Policy and Resources agreed changes to the distribution of funding for the volunteer centres. This has had a positive outcome

Data provided for the six months up to March 2010 and the subsequent six months March to September 2010 shows an increase in the number of volunteers placed from 982 to 1116. Using a national formula, that has been developed to give a cost value to volunteers, two examples of where value has been added are:

- In 2009 /10 the New Forest volunteer centre recruited and placed 110 volunteers this is an economic value of £188,760.

- Gosport Voluntary Action have calculated that if you include their volunteering hours (18,900 hours in 2009/10) to total resources it gives them an “income” of £1,022,763. The organisations initial core income from the County and the District Council is £102,162 so this economic value represents an increase in the amount of core investment of approximately 10:1.

These two examples are replicated across the network.

#### 4. Other Part A organisations:

- Hampshire Association of Local Councils
- Relate
- Victim Support, Hampshire
- Citizens Advice, Hampshire
- The Winchester Centre

Hampshire Association of Local Councils (HALC)	<p>HALC serves the 261 parish and town councils of Hampshire. Seven new councils came in to being on April 1st 2010. Including four affiliates 255 are in membership which is the highest percentage of councils signed up anywhere in the country. The level of enquiries about technical queries has risen from 251 in 2005 to 727 in 2010</p> <p>Priorities are:</p> <ul style="list-style-type: none"> <li>• Supporting new councils</li> <li>• Encouraging more contested elections</li> <li>• Inducting new Parish Councillors</li> <li>• Providing comprehensive employment support to all members.</li> <li>• Work with HCC to provide more integrated services where appropriate.</li> <li>• Provide funding advice for project work</li> </ul> <p>The Hampshire County Council representative on HALC is Cllr Ray Ellis.</p>
Relate	<p>Winchester and District Relate provide four core services – relationship counselling for families, children and young people and psycho-sexual therapy</p> <p>The grant from HCC goes towards providing suitable premises that ensure a safe confidential and secure environment in which to deliver the Relate services and provide safety for clients and counsellors. Six Councillors gave funding from their members grant pot to help fund counselling for clients unable to pay the full costs.</p> <p>An additional grant from Hampshire County Council enabled the delivery of a new service based in schools.</p>

Victim Support	<p>All residents in Hampshire are entitled to the free services, practical and emotional support, provided by Victim Support (VS).</p> <p>The grant enables VS to raise awareness and thereby enable more people to access the service.</p> <p>In 2010 Victim Support</p> <p><b>Supported 49,257</b> Hampshire residents via Community and Witness programmes</p> <p><b>Facilitated £2,214,133</b> Criminal Injuries Compensation Awards</p>
Citizen's Advice Hampshire (Cit AH)	<p>The Citizens Advice service provides free and impartial advice to everyone, ensuring vulnerable people are aware of their rights and responsibilities.</p> <p>They operate several specialised services aimed at marginalised groups. The Hampshire Advice Plus, which improves access to legal advice for vulnerable people, was secured as a direct result of the catalyst of core funding from Hampshire County Council.</p> <p><b>Citizens Advice Bureaux 2010</b></p> <ul style="list-style-type: none"> <li>• <b>232,633 client contacts</b> a rise of over 60% from the previous year</li> <li>• <b>1060 volunteers</b> economic value is estimated at £6.5 million in the last year</li> <li>• <b>158 trustees</b></li> </ul> <p>Cit AH provides a co-ordinated service through the development of a county-wide structure and engagement with key partners. A proportion of the grant was used to develop this work</p> <p>The partnership with Macmillan Cancer Support provides a dedicated county wide service for people affected by cancer and has been established as a direct result of the consortium development.</p> <p>In 2010 (its first year of operation) the service has reached <b>1353</b> people affected by cancer and dealt with <b>9587</b> advice issues. The financial outcomes achieved for clients amount to <b>£2,947,095</b>.</p> <p>The interpretation and translation service has assisted almost 100 clients who do not have English as their first language. In 2010, <b>195 training places</b> were provided.</p>
The Winchester Centre	See Paragraph 5.1 main report for details

## **5. Part B Organisations**

### **5.1. Winchester Cathedral Trust**

The County Council agreed to make a contribution towards the continuing restoration of the fabric of the building. Winchester Cathedral Trust have requested grant aid of £2,500 for the coming year.

It should be noted that faith groups are generally not awarded grants from this budget for the restoration of the fabric of the building unless they can demonstrate community use. In view of this significant community facility a grant is recommended.

### **5.2. St Mary's Music Foundation**

See paragraph 5.2. main report for details.

### **5.3. The City of Winchester Trust**

The Trust encourages landscape planning, planting and retention of trees and seeks to ensure that new developments complement the old in this ancient city.

### **5.4. Use of Great Hall**

The County Council sets aside a sum of money to help voluntary and community organisations towards the cost of using the Great Hall for their functions. In 2010, six groups benefitted from the use of the Great Hall, which included:

- Good Neighbour Awards
- Reserve Forces Cadets Association
- Lord Lieutenants' Meritorious Awards

## FUNDING CRITERIA FOR POLICY AND RESOURCES GRANTS

The following criteria should be taken into consideration when preparing a submission for funding. They are intended as guidelines and not prescriptive rules.

1. Assistance will be considered only in response to direct applications from properly constituted organisations seeking assistance. You must show in your application that your organisation is properly and legally organised and has its own bank account.
2. Where appropriate, applications will be referred to the relevant service department (e.g. Adult Services, Culture, Communities and Business Services, Children's Services, etc) for consideration.
3. Preference will be given to applications for specific projects activities rather than general running costs of organisations. These grants are not intended to replace shortfalls in service delivery budgets or replace funding for other support you may be able to obtain, or that you have obtained from us in the past.
4. Grants will not usually be made in respect of applications from the following:-
  - District or Parish Councils
  - Government Institutions
  - Schools
  - Overseas and out of County organisations which have no direct Hampshire involvement
  - Branches or organisations assisted centrally with a sum from the County Council
  - Bodies requesting funds for onward distribution to other charities e.g. mayoral appeals, carnivals, fetes, or for their own fundraising events.
5. Applications will not be accepted from political parties or groups affiliated with a political party or from lobbying/campaigning organisations.
6. Applications will only be considered from faith groups who can demonstrate their facilities are open and used by the local community other than for church related activities.
7. Requests may be considered from County wide groups (e.g. Guides, Scouts, Hampshire County Youth Orchestra) for specific trips, e.g. for an international jamboree or cultural tour. Individual requests will not be considered.
8. Where possible self-help within organisations should be encouraged and to this end, grants are normally a percentage of the sum required to complete the project.
9. As a general rule, grants in excess of £5,000 will not be awarded.
10. Only award grants to projects which are taking place in the same year as application for funds.