

HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	Executive Member for Adult Social Care
Date:	18 January 2016
Title:	Adult Services Grant Programme
Reference:	7183
Report From:	Interim Director of Adult Services

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1. Executive Summary

- 1.1. The purpose of this paper is to seek approval for making grant awards to the voluntary and community organisations outlined in this report.
- 1.2. The Voluntary and Community Sector (VCS) contributes to improving peoples quality of life. The grants programme is one of the ways in which Adult Services supports the sector to support people to live fuller more independent lives. .
- 1.3. All grant applications received are considered in relation to how well they link with current Adult Services priorities, in particular:
 - Maximising independence and inclusion;
 - Right support in the right place at the right time for users;
 - Vulnerable people are protected;
 - Delivering a high quality, cost-effective service to the vulnerable people of Hampshire;
- 1.4. This paper provides details on:
 - The background to the Adult Services grant programmes;
 - Recommendations to fund identified organisations for a six month period between 1 April 2016 and 30 September 2016, including recommended funding allocations and details of proposed activities and the reasons why this funding is required; and
 - The recommendation to establish a small grants pot to be named the Valuing Hampshire Communities Grant, administered by a suitable voluntary sector organisation.

2. Background

- 2.1. A voluntary organisation may be considered for grant aid from Adult Services only if its services, projects or activities are in compliance with the aims and objectives, priorities and policies of the Adult Services Department.
- 2.2. Grants are awarded to support services that are better provided by the voluntary sector e.g. the mobilisation of community resources to help vulnerable people maintain their independence.
- 2.3. The publication 'A Guide to Procuring Care and Support Services', published by the Department for Communities and Local Government, October 2006, draws a helpful distinction between grants and contracts.
- 2.4. A grant is defined as a sum of money to support a particular activity. It does not usually cover the entire cost of the activity and it is legally considered to be a one-sided gift, rather than a payment in exchange for services.
- 2.5. Voluntary and community organisations provide valuable locally based services that are often rooted in the communities which they serve. Significant benefit is produced through this activity, often through voluntary action and focused towards activity that clearly assists in providing early intervention and prevention initiatives. Grant funding by Adult Services contributes to and helps sustain this activity.
- 2.6. As grants are a contribution to service or activity costs the economic benefit to the department can be significant, leveraging in additional funding, the benefit of volunteer time and therefore providing good value for money to the authority.
- 2.7. Organisations will not normally be eligible for grants where they hold balances in excess of one year's running costs. Those organisations receiving recurring funding which hold in excess of three months' running costs, and where they cannot demonstrate through their reserves policy that these reserves are justified, may receive a reduced grant. To establish the level of reserves, organisations are required to provide a set of their latest accounts and annual report with their application and before grant payment is made – in the case of organisations with an income of £10,000 or above, these must be independently examined or audited. If organisations have reserves in excess of three months, we will apply the newly adopted reserves policy which is in line with the Charity Commission's policy on these matters.
- 2.8. Hampshire County Council Adult Services Department has previously run an annual programme to award grant funding to voluntary and community organisations, to provide services and activities for vulnerable people and their carers in Hampshire.
- 2.9. Adult Services criteria for grant applications are:
 - The grant recipient is a voluntary or community organisation;
 - The services, projects or activities of the organisation support the priorities of Hampshire County Council and fit with the objectives of the Adult Services Department;
 - The services, projects or activities are for people living in Hampshire;
 - The organisation has a clear management structure within its constitution;

- Where applicable, the organisation must demonstrate it holds the appropriate level of insurance and has relevant policies in place, in particular Health and Safety, Equal Opportunities and Safeguarding Adults; and
- The organisation holds no more than one year's running costs in free reserves.

3. Adult Services Grants Programme 2016–17

- 3.1. Within the Grants to Voluntary Organisations 2015–16 Decision Report taken to the Executive Member for Adult Social Care and Public Health on 27 January 2015, a commitment was given for Adult Services to review the grants programme for 2016–17. During 2015, Adult Services has engaged with all relevant stakeholders, to give them an opportunity to share views and shape how the changes are implemented. Two separate rounds of engagement events have already taken place, the first round at the end of September and early October 2015, and the second round in late November and early December 2015.
- 3.2. The review of the wider grants programme is still ongoing with further engagement events scheduled for the end of January and early February 2016. However at this stage of the review an overall direction to the future implementation of the Adult Service Grant Programme has been determined in principle. In the future it is likely that Adult Services will implement a new grants programme with refreshed criteria built around three outcome-focused grant streams:
- i. Longer-term grant funding for Hampshire-wide, umbrella and infrastructure organisations, beyond the current one-year ceiling
 - ii. Establishing a small grants pot administered by an independent voluntary organisation
 - iii. Short-term grants to enable innovation and time-limited projects
- 3.3 The requirement for longer-term grant funding of infrastructure organisations and short-term grants to enable innovation will require further consideration before they can be fully implemented. This further consideration means that longer-term grants to infrastructure and umbrella organisations will not be able to be awarded for the start of 2016–17. As a result some umbrella and infrastructure organisations the department has supported in 2015–16 would require transitional grant support from Adult Services to support their continued operation whilst this process is finalised. Further details of this can be found in section 6 of this report. However, within this paper it is possible to recommend establishing a small grants pot to be administered by the voluntary sector.

4. Small Grants – Valuing Hampshire Communities Grant

- 4.1. Of the total grant allocation in 2015–16, £73,000 was used for grants of less than £5,000. Small grants provide added flexibility and the opportunity to test new ways of working on a small scale, assisting small organisations who only require a very small grant. Without a small grant pot, we would be unable to support small organisations and be over reliant on larger organisations.
- 4.2. It is proposed to establish a dedicated small grants pot of £50,000 with specific criteria. In 2016–17 it is anticipated that the initial £50,000 is supplemented by an

additional £25,000, to bring the pot to a similar level as in 2015–16 with £75,000 of total funding available in the first year of its operation. The level of funding will be evaluated in 2016–17 to ensure that it meets the required objectives, in subsequent years. This approach responds to the request of the voluntary sector for a clearer focus on smaller grants. It will also give the department more flexibility, to work with the sector to try out different ways of working to support, at a local level, the move to a more strengths-based approach. It is proposed that the small grants pot be named the Valuing Hampshire Communities Grant.

- 4.3. Due to the required lead-in time, it is imperative that work begins, as soon as possible. This would support the grant awards to align with the significant system wide changes. It is proposed that this grants pot be administered by the voluntary sector: this approach will release departmental resource to develop and more closely manage the grants to the umbrella and infrastructure organisations, and short-term funding to drive innovation. It is anticipated that the £75,000 be evaluated to ensure that it meets the required objectives.
- 4.4. Using the voluntary sector to administer grants has already been tested on a limited basis. In 2014–15 and 2015–16 Adult Services awarded Hampshire and Isle of Wight Community Foundation funding to deliver a small grants programme to groups supporting vulnerable older people. This approach highlighted that administration of small grants by an appropriate organisation will also mean their expertise and time can be directly focused on supporting organisations to access funding, whether this is from this pot or through their specialist knowledge and ability to leverage alternative or more appropriate funding opportunities. The approach will enable better use of resources. The department would provide the funding criteria, aligned to the Supportive Communities programme. For grants awarded, all groups will be asked to complete monitoring for each project along with a case study. The monitoring process will be agreed with Adult Services, and will more effectively measure the outcomes of the smaller grants, especially those given to smaller organisations.

5. Grant to administer the Valuing Hampshire Communities Grant

- 5.1. As part of the review of the department's grants programme, Adult Services communicated with voluntary organisations with the relevant capacity and experience to administer the Valuing Hampshire Communities Grant. These communications included engagement workshops held in late September and early October 2015. Adult Services subsequently invited organisations to submit initial applications to administer the fund in December 2015. In order to allow sufficient time to assess the applications submitted, it will not be possible to recommend the grant award to the organisation to administer Valuing Hampshire Communities in time for the Executive Member Decision cycle in January 2016. However it is expected that an organisation will be able to be selected by the end of January 2016.
- 5.2. It is recognised that in conducting this review of Adult Services grants, the window for applying for small grants has been delayed from its former closing date in early November, which allowed time for the successful applications to be selected and awarded by April in the following year. Grants are given on an annual basis and therefore there is no guarantee that funding will be available in future years to previously funded organisations. All organisations awarded grant funding in 2015–16 are aware that they can have no expectation of funding in future years. In order

to avoid any unnecessary delays in awarding grants for 2016/17, the intention is that the organisation selected to administer the Valuing Hampshire Communities Grant will open a grant window for organisations to apply in February/March 2016, so that awards can be made to successful organisations from April 2016.

- 5.3. In order to allow the organisation chosen to administer the Valuing Hampshire Communities Grant sufficient time to enable awards to be made, it will be necessary to award the grant to the administering organisation in January. As a result, it is proposed that the Executive Member for Adult Social Care gives delegated Authority to the Director of Adult Services, in consultation with the Executive Member, to select an organisation to administer the Valuing Hampshire Communities Grant.

6. Transitional Grant Funding

- 6.1. The need to communicate and engage with the voluntary and community sector means that any application and decision process will not conclude in time to begin awarding funds from 1 April 2016. It is predicted that if applied, there may be a delay in awarding of longer term infrastructure and grants in 2016–17 of up to 6 months.
- 6.2. All organisations awarded grant funding in 2015–16 agreed that all awards are for that year only and there is no expectation of funding in future years. However some organisations may face financial hardship if the department were to not award funds from April 2016. If this were to happen there is a risk organisations that provide positive work may be able to offer activities aligned to the objectives of the revised grants programme may cease to exist. If County-wide Infrastructure organisations were not awarded funds, this could mean that consequently they would be unable to support the network of smaller organisations providing services to vulnerable individuals across Hampshire.
- 6.3. In September 2015 Adult Services wrote to all organisations who received a grant award from the Adult Services Main Grant programme in 2015–16, informing them of the review of the grant programme, reminding them that their current funding was for that year only with no expectation of future funding, but also asking them to contact Adult Services if they had any concerns about the impact of these changes. Furthermore, organisations who had been awarded a grant of £5,000 or more in 2015–16 were invited to meet with Adult Services between September and November to discuss their sustainability, including exploring the likely impact of both the new approach and delay in awarding grants in 2016–17, and to be directed to alternative sources of funding.
- 6.4. These meetings have included all Hampshire-wide, umbrella and infrastructure organisations currently funded, to identify how they align with the Supportive Communities Programme and how they can reduce demand for social care support. Further dialogue is required with these organisations to ensure that the development of a sustainable network of support services across the County can be achieved before longer term infrastructure funding can be awarded from 1 October 2016.
- 6.5. As a result of both these meetings and responses received, it was determined that 13 organisations would require an award from Adult Services of an interim transitional grant for a six-month period between 1 April and 30 September 2016, whilst the new grants programme is fully established. The total amount of

transitional funding required is £231,626. A full list of organisations and the projects requiring a six-month transitional grant can be found in Appendix C. These six-month transitional grants will be awarded to the organisations with the understanding that the funding has been given for the specified six-month period, with no expectation of future funding after this time.

- 6.6. Adult Services has taken the decision not to award transitional grants to six organisations who were funded over £5000 in 2015–16. This decision was taken after separate meetings with each organisation, during which it was determined that some had already accessed additional funding, or could access additional funding that mitigated the need for transitional funding to be provided.

7. Risk Assessment and Management

- 7.1. The provision of grants to voluntary and community sector organisations by statutory bodies always presents a degree of risk. Specific risks that statutory bodies are required to manage include voluntary and community organisations accepting funding without providing a service; organisations not delivering the service as expected; and there being an under spend on the expected activity. This applies to all grants; however larger grants represent a potentially higher risk to the County Council.
- 7.2. A number of mechanisms have been employed successfully over a number of years to mitigate and alleviate these risks. These include nominating a Liaison Officer from the County Council whose responsibility is to monitor how the grant is spent, specifying within the grant agreement that the grant is 'restricted' funding for the provision of the specified activity only and phasing the payment of grants over the course of the award duration.
- 7.3. All organisations awarded a grant sign a declaration stating they accept that grant funding can only be awarded for the given period and no commitment exists from the Council to continue funding after this time, or in subsequent years.
- 7.4. To enable greater consistency in decision making in the awarding Adult Services Grants, and in any future rounds it will be necessary to ensure increased, yet appropriate compliance in regard to grant making and the improved ability to measure outcomes. Consolidation of departmental grant streams across older people and some disability areas is needed to ensure a consistent and coherent approach. Placing them within the Supportive Communities Programme would enable a more coherent approach, and this is being considered through the grants review.
- 7.5. Continuation of the existing process will not support the required transformation agenda. The Transformation to 2017 programme requires a very different relationship with the sector and access to a menu of different services, delivered consistently across the county. Repositioning grant aid will be a significant lever in enabling the required changes.
- 7.6. A Communication and Engagement Plan and timetable of engagement is being delivered to ensure a clear dialogue and shared understanding. This will give an opportunity to enable organisations to share views and shape how the changes are implemented. Two separate rounds of engagement events have already taken place, the first round at the end of September and early October 2015, and the second round occurring in late November and early December 2015. A series of events are scheduled for 2016 to engage the sector. It is anticipated that Councils

for Voluntary Sector (CVS) will play a role in supporting the sector through the changes.

8. Financial Implications

- 8.1. The budget in 2016–17 for the Adult Services Grants to Voluntary Services is £869,000 per year. The following table illustrates the allocated spend from the grants budget, including the amounts recommended in this report.

	2016/2017 Already allocated	2016/2017 Proposed allocation in this report	2016/2017 remaining budget
Older Persons Community Support Grant (previously awarded: see 8.3)	£268,000		
Six month transitional grants to identified organisations (Recommended)		£231,626	
Valuing Hampshire Communities Grant		£75,000	
Longer term and innovation grants			£294,374
Total Adult Services Grants		£869,000	

- 8.2. Included in the above table is the Older Person’s Community Support Grant. Adult Services currently awards this separate specific grant, with a total grant available for 3 years of £268,000 per year (£804,000 between 2015 and 2018). This grant was awarded in two phases, with the decisions being made in March and November 2015
- 8.3. As part of the application process for the longer-term infrastructure grants, organisations will be asked to provide information on other funding that will be used to support these projects. Adult Services expect those organisations applying to find additional funding from other sources, to contribute to the costs in kind (through volunteer time, for example) or both. Wherever possible, and with Adult Service support, it will be the intention for organisations to work be able to sustain their activities without the need for reliance on Adult Services funding in the future.

9. Equality Impact Assessment

- 9.1. A initial Equality Impact Assessment has been completed and it was identified that a full EIA was not needed to evaluate the recommendations outlined in this report.
- 9.2. The establishment of a small grants pot named Valuing Hampshire Communities Grant, to be administered by a voluntary sector organisation, will increase the visibility to voluntary sector organisations who have not previously applied for a

grant from Adult Services, whilst still enabling organisations who have applied in previous years to apply. The voluntary organisation administering the grant pot will also provide support to organisations including sign-posting to alternative sources of funding.

- 9.3. The organisations recommended for transitional grant funding have been identified through an intelligence-led process, informed by the meetings with organisations between September and November 2015. The organisations recommended for transitional funding provide services across the whole of the county, or specifically provide access to mainstream services for marginalised groups identified in the Equality Act 2010.
- 9.4. The transitional funding should have a positive impact on older people, those with disabilities, those undergoing (or who have undergone) gender reassignment, and those from the travelling community, developing and improving activities and projects in local communities, promoting choice and community engagement and reducing social exclusion, isolation and loneliness.

10. Legal Considerations

- 10.1. In exercising its functions an authority must have due regard to the need to: eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act and advance equality of opportunity and foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

11. Recommendations

- 11.1. That approval will be given by the Executive Member for Adult Social Care to proceed with the development and implementation of the proposed changes, as outlined in this report:
 - i. That the Executive Member for Adult Social Care agrees to a grant totalling no more than £75,000 to an organisation to administer the Valuing Hampshire Communities Grant;
 - ii. That the Executive Member for Adult Social Care gives delegated authority to the Director of Adult Services, in consultation with the Executive Member, to select and to make the grant of £75,000, to the organisation to fund and administer the Valuing Hampshire Communities Grant;
 - iii. That the Executive Member for Adult Social Care, approves transitional grant awards totalling £231,626 to be given to 13 organisations shown in Appendix C for a period of 6 months between 1 April 2016 and 30 September 2016.

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

Hampshire safer and more secure for all:	yes
Corporate Improvement plan link number (if appropriate):	
Maximising well-being:	yes
Corporate Improvement plan link number (if appropriate):	
Enhancing our quality of place:	yes
Corporate Improvement plan link number (if appropriate):	

Other Significant Links

Links to previous Member decisions:		
<u>Title</u>	<u>Reference</u>	<u>Date</u>
Grants to Voluntary Organisations 2015–16	6333	27 January 2015
Older Persons Community Support Grant	6548	11 March 2015
Older Persons Community Support Grant	7077	27 November 2015
Direct links to specific legislation or Government Directives		
<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

a. 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:

- i. The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- ii. Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- iii. 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.

b. Equalities Impact Assessment:

A screening Equality Impact Assessment has been completed and it was identified that a full EIA was not needed to evaluate the recommendations outlined in this report.

The establishment of a grants fund, Valuing Hampshire Communities, to be administered by a voluntary sector organisation, will increase the visibility to voluntary sector organisations who have not previously applied for a grant from Adult Services, whilst still enabling organisations who have applied in previous years to apply. The voluntary organisation administering the grant pot will also provide support to organisations who are unsuccessful with their application, including sign-posting to alternative sources of funding.

The organisations recommended for transitional grant funding have been identified through an intelligence-led process, informed by the meetings with organisations between September and November 2016. The organisations recommended for transitional funding provide services across the whole of the county, or specifically provide access to mainstream services for marginalised groups identified in the Equality Act 2010.

The transitional funding should have a positive impact on older people, those with disabilities, those undergoing (or have undergone) gender reassignment, and those from the travelling community, developing and improving activities and projects in local communities, promoting choice and community engagement and reducing social exclusion, isolation and loneliness.

2. Impact on Crime and Disorder:

The County Council has a legal obligation under Section 7 of the Crime and Disorder Act 1998 to consider the impact of all decisions it makes on the prevention of crime. The proposal in this report aims to improve the safety of vulnerable Hampshire residents and reduce the risk of crime occurring.

3. Climate Change:

- a) How does the proposal impact on our carbon footprint / energy consumption?

The Adult Services Grant Programme proposes to support local organisations providing services within local communities. This reduces the need to travel and therefore reduces both the carbon footprint and energy consumption.

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

The proposal recognises the need to adapt to climate change and issues will be addressed throughout the period of the grant award through the monitoring of outcomes.

Transitional Grants

Organisation	Area Served	Project/Service	2015–2016 Award	Recommended transitional fund 1 April 2016–30 September 2016
Andover Mind	County-wide	A local charity for people who are affected by, mental health issues. This service is designed to enable people to achieve their individual potential and to participate in society, with the aim of promoting mental well-being, challenging stigma and discrimination.	9,500	4,750
Chrysalis	County-wide	The main aim of the Chrysalis meeting centre is to provide a safe venue where trained volunteers provide counselling, life skills and support to vulnerable service users who have been recently diagnosed with gender dysphoria, or who are questioning their gender identity. 95% of the service users are at risk of self harm or suicide.	7,500	3,750
Good Neighbours Support Scheme	County-wide	Good Neighbour Support Service supports the development of a network of local independent good neighbour groups in Hampshire, to assist Older persons to live independently.	85,540	42,770
Positive Action	County-wide	PA provides personalised, ongoing, low level, preventative social care services which support our service users to not be disadvantaged by an HIV diagnosis and to maximise their health and well-being.	60,000	30,000

Stroke Association	County-wide	The Communication Support Service provides a pathway of continuous support to people whose communication has been affected after suffering from a stroke. The service helps isolated individuals accept, adjust and adapt to living with a communication disability by promoting well being through positive interaction with others.	62,698	31,349
The Vine Day Centre	Basingstoke and Deane, Hart, Rushmoor	The 'Our Journey' programme at the Vine Day Centre provides a safe environment for the vulnerable, homeless and socially disadvantaged residents residing in Aldershot, Farnborough and the surrounding areas. The programme works with multi agencies and Councils to reduce drug and alcohol dependency plus criminal activity.	10,000	5,000
Hampshire Regional Advocacy	County-wide	HARG core costs for providing advocacy for people with a learning disability and other care groups	5,640	2,820
Hampshire Regional Advocacy	County-wide	Service user Representatives for the Hampshire Learning Disability Partnership Board	15,021	7,510
Parkside (Aldershot and District Learning Disability)	East Hampshire, Hart, Rushmoor	A lively evening social club to promote inclusion and independence for 18-30 year olds with a learning disability and/or autism.	6,621	3,310
First Steps New Forest	New Forest	First Steps supports the Gypsy Traveller community in the New Forest. This community has a higher than average percentage of people living with learning disabilities, physical disabilities and mental health issues. The aim is to encourage mainstream integration, so that they may live as independently as possible.	9,990	4,995

Age Concern Hampshire	County-wide	The Village Agent programme, through its network of proactive volunteer Village Agents provides support for older people to help them access information in a format they are comfortable with	33,352 (6 month funding from October 2015)	33,352
Age Concern Hampshire	County-wide	Offers an information services including information and advice, via a Freephone (OPAL – Older Persons Advice Line) or home visit service with the aim of preventing deterioration and provide early intervention to enable older persons to remain independent.	85,540	42,770
Andover Mind	Test Valley	A local charity for people who are affected by, mental health issues. This service is designed to enable people to achieve their individual potential and to participate in society, with the aim of promoting mental well-being, challenging stigma and discrimination.	38,500	19,250
Total Amount to be awarded:				£231,626