



GRANTS ADVISORY PANEL

MONDAY 13 SEPTEMBER 2004

7.30 PM

PANEL AGENDA (ADVISORY)

**COUNCIL CHAMBER
HARROW CIVIC CENTRE**

PLEASE NOTE VENUE

MEMBERSHIP (Quorum 3)			
Chair:	Councillor Harrison		
	<u>Councillors:</u>		
Nana Asante	Arnold	(none)	(none)
Bluston	Marilyn Ashton		
Mrs R Shah	Mrs Joyce Nickolay		
Thammaiah	Anjana Patel		

	<u>Reserve Members:</u>		
1. Omar	1. Billson	(none)	(none)
2. Lavingia	2. Myra Michael		
3. Idaikkadar	3. Mary John		
4. O'Dell	4. Janet Mote		
5. N Shah			

**Issued by the Committee Services Section,
Law and Administration Division**

**Contact: Michelle Fernandes, Committee Administrator
Tel: 020 8424 1542 E-mail: michelle.fernandes@harrow.gov.uk**

***NOTE FOR THOSE ATTENDING THE MEETING:
IF YOU WISH TO DISPOSE OF THIS AGENDA, PLEASE LEAVE IT BEHIND AFTER THE MEETING.
IT WILL BE COLLECTED FOR RECYCLING.***

HARROW COUNCIL

GRANTS ADVISORY PANEL

MONDAY 13 SEPTEMBER 2004

AGENDA - PART I

1. **Attendance by Reserve Members:**

To note the attendance at this meeting of any duly appointed Reserve Members.

Reserve Members may attend meetings:-

- (i) to take the place of an ordinary Member for whom they are a reserve;
- (ii) where the ordinary Member will be absent for the whole of the meeting; and
- (iii) after notifying the Chair at the start of the meeting.

2. **Declarations of Interest:**

To receive declarations of personal or prejudicial interests, arising from business to be transacted at this meeting, from all Members present.

3. **Arrangement of Agenda:**

To consider whether any of the items listed on the agenda should be considered with the press and public excluded on the grounds that it is thought likely, in view of the nature of the business to be transacted, that there would be disclosure of confidential information in breach of an obligation of confidence or of exempt information as defined in the Local Government (Access to Information) Act 1985.

4. **Minutes:**

That the minutes of the meeting held on 27 July 2004, having been circulated, be taken as read and signed as a correct record.

5. **Public Questions:**

To receive questions (if any) from local residents or organisations under the provisions of Committee Procedure Rule 15 (Part 4E of the Constitution).

6. **Petitions:**

To receive petitions (if any) submitted by members of the public/Councillors under the provisions of Committee Procedure Rule 13 (Part 4E of the Constitution).

7. **Deputations:**

To receive deputations (if any) under the provisions of Committee Procedure Rule 14 (Part 4E of the Constitution).

Enc

8. **Strategic Review of Grants - Update:** (Pages 1 - 18)
Report of the Director of Financial and Business Strategy

- Enc 9. **Harrow Council for Racial Equality (HCRE) - Request for additional funding in 2004/05:** (Pages 19 - 24)
Report of the Director of Financial and Business Strategy
10. **Any other urgent business:**
Which cannot otherwise be dealt with

AGENDA - PART II

Nil

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Meeting:	GRANTS ADVISORY PANEL
Date:	13 TH SEPTEMBER 2004
Subject:	STRATEGIC REVIEW OF GRANTS – UPDATE
Key decision:	YES
Responsible Chief Officer:	DIRECTOR FINANCIAL & BUSINESS STRATEGY
Relevant Portfolio Holder:	PARTNERSHIP & PROPERTY
Status:	PART 1
Ward:	N / A
Enclosures:	APPENDIX 1 – MORI SUMMARY CONSULTATION RESULTS APPENDIX 2 – DRAFT STRATEGY FOR FUTURE FUNDING

1. **Summary/ Reason for urgency (if applicable)**

- 1.1 The Grants Advisory Panel needs to finalise its recommendations for the new strategy prior to the Cabinet meeting on 14th October 2004.

2. **Recommendations (for decision by Cabinet)**

- 2.1 That the new Strategy for supporting the Voluntary Sector in Harrow, as amended following consultation with the voluntary organisations in the Borough, be approved.
- 2.2 That the Panel decide whether the current method of allocating space in the Community Premises should be grants based and subject to the Community Strategy criteria.

REASON: to enable Members to finalise their strategic recommendations to Cabinet for the Council's future support to the voluntary sector.

3. **Consultation with Ward Councillors.**

- 3.1 Not applicable

4. Policy Context (including Relevant Previous Decisions)

- 4.1 Grants Advisory Panel 27 July 2004 – Members considered the MORI report on the results of the consultation with the Voluntary Sector on the grants review and decided to defer in-depth discussion until this meeting.
- 4.2 Members at the same meeting discussed the use of the Community Premises and requested a review be undertaken as part of the strategy.

5. Relevance to Corporate Priorities

- 5.1 This report addresses the Council's stated priority of "strengthening Harrow's local communities by promoting social inclusion amongst all Harrow residents both young and old, by seeking to eradicate poverty and by reducing the fear of crime."

6 Background Information and Options Considered

- 6.1 At the last meeting of the Grants Advisory Panel the MORI voluntary sector consultation results were discussed briefly although since these had only been received by the Council the day before the meeting, Members requested the opportunity to discuss these further before making their final strategic recommendations to Cabinet.

The Consultation Process

- 6.2 Members will recall that a two stage consultation was carried out with the voluntary sector. The 1st stage the consultation involved 9 umbrella groups as well as the Chairs of the Primary and Secondary Headteachers' Associations and the Chair of the Association of Harrow Governing Bodies.
- 6.3 For the 2nd stage consultation the Council consulted 427 community groups, many of which are in receipt of some form of support from the Council. In order to expedite the process and ensure transparency and accountability, the Council commissioned MORI to conduct the 2nd stage consultation. MORI carried out a postal survey of the 427 groups which included reminder letters for those who did not respond within the first deadline given.
- 6.4 The response rate of 19% (80 responses) was disappointing although it is recognised that voluntary groups often lack the resources for this type of survey.
- 6.5 Importantly however, during this second phase MORI carried out face to face in-depth interviews with 10 umbrella groups suggested by the Council and the feedback received from these proved invaluable.
- 6.6 In addition, the survey was able to collect useful data about the groups and their users and obtained general views on how the Council's support is currently perceived.

The Consultation Results

- 6.7 Regarding general issues, there were several key issues highlighted by MORI:-
 - The voluntary sector has a low understanding of the Council's current funding strategy and grants process

- There is a perception that the Council lacks understanding of the needs of the voluntary sector
 - The communication between the Council and the voluntary sector is considered to be scarce.
 - Greater funding advice, assistance, information and moral support is sought by voluntary groups.
 - Transparency of funding decisions is very important.
- 6.8 Each of these issues will be addressed as part of the operational delivery of the new strategy, once this is approved.
- 6.9 Regarding the strategic proposals, the MORI survey was designed to seek specific views on each of the proposed changes. Their summary report findings are attached at appendix 1.
- 6.10 The following proposed changes in strategy were supported by the voluntary sector:-
- The adoption of the Community Strategy Criteria for allocating future funding.
 - The qualifying conditions that groups need to meet to be eligible for funding.
 - The establishment of a £10,000 threshold for SLA's
 - Funding conditions for SLA's with performance measures, reporting and monitoring requirements and "clawback" arrangements.
 - A move to 3 year funding
 - Monitoring of Council-wide funding distribution to influence grant decisions in the future
 - The introduction of transitional funding for groups that may not qualify in the future, or emerging groups.
- 6.11 The following suggestions were not supported by voluntary groups:-
- Annual funding themes within the Community Strategy criteria
 - Placing emphasis on supporting certain types of organisation or activity (such as groups holding the Community Legal Services Charter Mark, groups dealing with consumer debts, asylum seekers etc.)
- 6.12 At its meeting on 27th July 2004, the Panel agreed to drop the proposal for annual funding themes as a result of the consultation feedback.

Community Premises

- 6.13 The one strategic proposal that did not receive conclusive feedback concerns the suggested change of the allocation of the Community Premises accommodation to one of a grant-based system.
- 6.14 As a result Members requested a further discussion to determine the future strategy of the Community Premises.
- 6.15 There are two key issues Members are requested to consider:-
- Whether the current method of allocating premises should be changed to a grants - based system (as feedback from community groups was inconclusive), and;

- Whether the criteria for allocating space (or grants) should be based upon the Community Strategy criteria or separate criteria.

6.16 It should be noted that as far as can be ascertained, Harrow is unique in providing community premises in this form across London although several other London Boroughs do provide community centres run by the voluntary sector.

Staffing

6.17 At its meeting on 27th July Members requested a review of staffing within the grants unit to support the new strategy.

6.18 The Council is going through a major organisational restructure and at present middle management posts are being advertised and filled.

6.19 The grants function is within Business Connections in the new structure. The Group Manager (Procurement and Community Links) was appointed in June and the Service Manager (Community Links) post will be advertised this month. Community Links covers both relationships with the business community and the voluntary sector. The grants team will report to the service manager.

6.20 At present there are two permanent grants posts - Grants officer and Grants Assistant - one of which is filled on a part time basis. There are also resources currently devoted to educational lettings and the community premises. Therefore it is anticipated that the final structure will include 4 posts. However, one is likely to be used on a flexible basis to cope with the peak in the workload when grant applications are submitted.

6.21 The new team will have a more proactive and outward facing role and will start to build up a stronger relationship with the voluntary sector. A further report will be put to the Grants Panel later in the year once the new structure is in place.

7 Consultation

Not applicable

8. Finance Observations

8.1 None.

9. Legal Observations

9.1 None.

10. Conclusion

10.1 The MORI survey provided invaluable feedback and highlighted key issues to be addressed both at strategic and operational level.

10.2 The amended strategy document (appendix 2) takes account of the views expressed by the voluntary sector as discussed by the Panel at its meeting on 27th July 2004. It is recommended that the amended strategy be endorsed by the Panel and be reported for approval by Cabinet.

- 10.3 A further report regarding staffing of the Grants Unit will be provided once the new structure is in place.
- 10.4 Regarding the use of the community premises, Members are requested to agree any changes required to the current allocation system for incorporation into the strategy, which will be recommended to Cabinet on 14th October 2004.
- 11. **Background Papers**
 - 11.1 None
- 12. **Author**
 - 12.1 David Ward – Risk & Insurance Manager Ext. 2064. E-mail: david.ward@harrow.gov.uk

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Strategic Review of Support to Voluntary Organisations Interim Topline results 16/07/04

- A copy of the strategy document and questionnaire were sent to 427 voluntary / community groups in Harrow on 14 June 2004
- A reminder mail out to non-respondents was sent on 29 June 2004
- Results are based on 80 responses received by 12 July 2004, giving a response rate of 19%
- Where results do not sum to 100, this may be due to exclusion of no answers, multiple responses, computer rounding or the exclusion of don't knows/not stated
- Results are based on all respondents unless otherwise stated
- An asterisk (*) represents a value of less than one half or one percent, but not zero
- Results should be analysed with caution due to the low base size (80)

Q1 and 2: Common Grants Criteria

Q1.a **To what extent do you support or oppose the proposed criteria for allocating funding?**

	%
Strongly support	33
Tend to support	50
Neither/nor	6
Tend to oppose	1
Strongly oppose	5
Not stated/No opinion	5

Q2.a **And do you support or oppose the idea that one or more of the criteria could be given additional weighting in a particular year so that there is an annual theme to funding?**

	%
Strongly support	8
Tend to support	24
Neither/nor	14
Tend to oppose	35
Strongly oppose	15
Not stated/No opinion	5

Q3, 4 and 5: Conditions of Funding

Q3.a **It is proposed that in future, those applying for funding will have to satisfy certain conditions. To what extent do you support or oppose the proposed conditions for applicants?**

	%
Strongly support	36
Tend to support	36
Neither/nor	5
Tend to oppose	9
Strongly oppose	6
Not stated/No opinion	8

Q4.a It is also suggested that particular emphasis be placed on certain types of organisations or type of activity. To what extent do you support or oppose this?

	%
Strongly support	8
Tend to support	19
Neither/nor	16
Tend to oppose	20
Strongly oppose	29
Not stated/No opinion	9

Q5.a It has been suggested that the community premises allocation system should be replaced with a grants system? To what extent do you support or oppose this?

	%
Strongly support	9
Tend to support	14
Neither/nor	21
Tend to oppose	15
Strongly oppose	14
Not stated/No opinion	28

Q6, 7 and 8: Grants vs SLA's and Funding Duration

Q6.a It has been proposed that a threshold be established for SLA funding. To what extent do you support or oppose a system of small grants below £10,000, and of service level agreements for larger grants?

	%
Strongly support	19
Tend to support	41
Neither/nor	15
Tend to oppose	3
Strongly oppose	1
Not stated/No opinion	21

Q7.a There is a proposal that new SLAs will include details of any conditions attached to the funding, objectives and performance measures, clear reporting requirements linked to staged payments, and "clawback" arrangements. To what extent do you support or oppose this type of information being incorporated into new SLA documents.?

	%
Strongly support	19
Tend to support	44
Neither/nor	11
Tend to oppose	3
Strongly oppose	3
Not stated/No opinion	21

Q8.a **There is a proposal to move to 3 year funding grants. To what extent do you support or oppose this suggestion?**

	%
Strongly support	44
Tend to support	34
Neither/nor	8
Tend to oppose	1
Strongly oppose	3
Not stated/No opinion	11

Q9: The Balance of Funding

Q9.a **To what extent do you support or oppose the idea that the council should monitor the distribution of funding over time?**

	%
Strongly support	41
Tend to support	39
Neither/nor	10
Tend to oppose	3
Strongly oppose	0
Not stated/No opinion	8

Q10: Transitional Funding

Q10.a **To what extent do you support or oppose the suggestion that the council should establish transitional funding arrangements?**

	%
Strongly support	30
Tend to support	43
Neither/nor	5
Tend to oppose	5
Strongly oppose	4
Not stated/No opinion	14

ABOUT YOUR ORGANISATION

Please complete the section below which asks about your organisation or group. This information will be used for analysis of the survey results to aid understanding of the priorities of different sections of the voluntary sector. It will only be used by MORI and by Harrow Council, and not passed onto any third party.

Q11. What is the legal status of your organisation?

	%
Registered charity	
Company limited by guarantee	TBC: back code 'other'
Other	

Q12. What are the main aims of the group?

	%
Social/Leisure activities/ Clubs/Groups	
Help/integrate ethnic minorities/asylum seekers/ refugees	
Getting everyone involved in the community	
Help people with diseases/disabilities	
Provide a safe environment for children	
Prevent crime/make community safer	TBC: back code 'other'
Cater for the needs of the elderly	
Work with young people	
Improve skills of disadvantaged people	
Regeneration of the area	
Consumer / debt counselling	
Education	
Employment/advice on employment	
Other	
Not stated	

Q13. Which one of the community Strategy headings listed below best describes the work of your group?

	%
Empowering Local Communities	39
Safer Harrow	10
Regenerating Harrow	9
Greener Harrow	6
Children and Young People	26
Learning for all	15
Making ICT work	4
Healthy Harrow	21
Other (Please specify below)	16
Not stated	3

Q14. How long has your organisation been running?

	%
Less than one year	1
Between 1 to 2 years	4
Between 3-5 years	10
Between 6-10 years	10
Between 10-15 years	13
Over 15 years	58
Don't know/can't remember	1
Not stated	4

Q15. How many people belong to the organisation/group?

	%
1-15 people	6
16-30 people	9
31-40 people	5
41-50 people	13
51-100 people	15
101- 200 people	1
201-300 people	11
More than 300 people	34
Not stated	6

Q16. Who are the main target audiences of the group/organisation?

	%
Black and Minority Ethnic people	29
Children	30
Drug users	0
Ex-offenders	1
Faith groups	5
Gay/lesbian people	3
Learning difficulties	13
Mental illness	13
Older people	26
People with physical disabilities	21
Refugees/asylum seekers	15
Tenants	0
Travellers	5
(The) unemployed	9
Women	20
Young people/teenagers	26
All community residents/everyone	38
Other (Please specify below)	11
Not stated	5

Q17. Whereabouts do your organisation's activities take place?

	%
School	33
Community centre/hall	34
Leisure centre	4
Library	8
Somebody's house	16
Pub/bar	3
Church/chapel/mosque/synagogue/other place of worship	18
Youth Club	3
Local business/shop	3
Leased premises from Harrow Council	21
Arts centre	5
We own our own premises	10
No fixed location	15
Other (please specify)	33
Not stated	4

Q18. Which geographical area or areas does the group serve?

	%
Central Harrow	66
Belmont	59
South Harrow	63
Rayners Lane	65
Wealdstone	64
North Harrow	69
Pinner	66
Kenton	65
Edgware	56
Other areas	18
Whole borough	53
Not whole borough	48
Not stated	5

Q19. Is the group currently in receipt of funding from any of these sources?

	%
Funding from Harrow Council	46
Funding/sponsorship from central government/department	16
Funding/sponsorship from a charity/trust	30
Funding/sponsorship from local business	9
National Lottery funding	10
Donations from members, friends etc	41
New Deal for Communities	0
Other (please specify)	26
No, the group is not in receipt of funding from any source	20
Not stated	5

Q20. If you currently receive funding from Harrow Council, how much is this per annum?

	%
Less than £100 per year	0
£101-£200 per year	0
£201-£300 per year	5
£301-£400 per year	0
£401-£500 per year	5
£501-£1,000 per year	14
More than £1,000 per year	70
Don't know/can't remember	3
Not stated	3

Base: All respondents who receive funding from Harrow Council (37)

Q21. If you **do not** currently receive grant funding from Harrow Council, do you receive any of the following?

	%
Discretionary Rate Relief	5
Concessionary Lettings	33
Free accommodation at community premises	2
Other (please specify)	9
None/Not stated	56

Base: All respondents who do not receive funding from Harrow Council (43)

Q22. From the list below, how would you describe the Council's current arrangements for funding organisations like yours in Harrow?

	%
a) Easily accessible	39
Inaccessible	30
Not stated	31
b) Straightforward	30
Bureaucratic	36
Not stated	34
c) Easy to understand	41
Difficult to understand	26
Not stated	33
d) Efficient	44
Inefficient	24
Not stated	33

Q23. What two or three things, if any, would most improve the grants funding system in Harrow, and the way in which grants are awarded?

	%
Process applications for funding more quickly	
Provide more information about the process of grants funding	
Make the system easier to understand	
Explain the criteria used to allocate funding more clearly	TBC: back code 'other'
Explain the basis of decisions more clearly	
Ensure that <u>all</u> organisations get something	
Ensure that a <u>few</u> organisations are properly funded	
None of these/nothing	
Other	
Not stated	



Harrow Council Strategic Review of Support to Voluntary Organisations: Proposed Strategic Recommendations

Background

The strategic review of grants to voluntary organisations commenced in January 2004. The Grants Advisory Panel has considered the review at three of its meetings and the resulting strategy takes account of Members decisions which themselves have been shaped by a comprehensive consultation process with the voluntary sector. The Grants Advisory Panel's recommendations will be presented to the Cabinet on 14th October 2004 for consideration and approval.

Reasons for the Strategic Review:

- Funding patterns and administrative structures have remained unchanged for many years
- New and emerging needs
- Priorities needed re-evaluating, in line with the council's Community Strategy

Aims of the Review

To establish a strategic framework for future funding that:

- Encompasses a council-wide approach to supporting the voluntary sector
- Simplifies administrative processes and establishes common criteria for different types of support
- Has maximum impact and represents best value
- Delivers Harrow Council's policy and grants priorities

Principles underpinning the Review

- The need to improve partnership working
- A desire to improve transparency and clarity about funding decisions
- A commitment to improving the capacity and accountability of voluntary organisations in Harrow.

Introduction

There has been no strategic review of the way in which the Council supports voluntary organisations across the Borough for a number of years. As well as the funds allocated to organisations via the Grants Panel, the Council provides support to voluntary organisations from a number of sources, including;

- Concessionary lettings
- Payments direct from departmental budgets
- Free / discounted use of premises
- Discretionary rate relief

The total support provided in 2003/04 was £4.3m. This included £1m allocated via the Grants Panel of which 97% was provided to previously funded organisations and 3% was given to new applicants. Therefore it is clear that the bulk of funding is provided on a historical basis, which diminishes the Council's capacity to fund new and emerging needs.

Recommendations for a New Strategy

The following headings set out the strategic principles recommended for adoption:-

1. Common Grants Criteria

To encompass a Council-wide approach to supporting the voluntary sector, a consistent strategic approach is essential.

The Council's Community Strategy sets out the Council's commitments to strengthening Harrow's community. Clearly therefore, in considering a consistent approach to supporting community organisations, there is a need to ensure that the priorities of the strategy are embedded in the grants processes.

Therefore the following criteria, which are based on the community strategy priorities, are recommended as an over-arching framework for supporting voluntary organisations in Harrow.

Proposals must be consistent with one or more of the headings within the Council's Community Strategy: -

- **Empowering Local Communities** - To promote the objectives of community cohesion, equality of access to services and life opportunities for all, enhancing the quality of life of older people, working with the voluntary and community sector as equal partners and celebrating the diversity of the communities of Harrow.
- **Safer Harrow** - To promote and increase the safety of the whole community by working in partnership to reduce crime, disorder and the fear of crime; to reduce the incidence of personal, home, fire and road accidents within Harrow.
- **Regenerating Harrow** - To create a more vibrant and sustainable community with a diversity of employment, thriving businesses, a broad range of good quality and affordable homes and a dynamic town centre.
- **Greener Harrow** - To create a cleaner, greener, sustainable and more attractive Harrow in which to live, work and visit.
- **Children and Young People** - To ensure that the life chances of children and young people are enhanced and supported by the provision of universal and targeted services. To ensure that services are provided for children, young people and their families at appropriate times in their development and transition in an accessible, transparent and seamless fashion across all agencies. To ensure that every child has the chance to fulfil his or her potential by reducing levels of

educational failure, ill health, substance misuse, teenage pregnancy, abuse and neglect, crime and anti-social behaviour.

- **Learning for All** - To create a borough where everybody has the opportunity to fulfil their potential through improved standards of education and wider participation in lifelong learning.
- **Making ICT Work** - To develop the availability and use of Information and Communications Technology (ICT) across Harrow to enable better and faster access to information and services for the residents of Harrow and facilitate “joined up” working between all partner organisations.
- **Healthy Harrow** - To improve the health of local people by tackling health inequalities and enhancing health and social care services in Harrow.

2. Grants Conditions

It is proposed that in future applicants should satisfy the following conditions:

- The applicant must be a voluntary group based in Harrow, with 80% of its members/users from Harrow.
- The organisation must be properly constituted, have a management committee and a bank account in the name of the organisation.
- The organisation must not promote or oppose any political party.
- The activities the organisation provides must not be of a religious nature.
- The organisation must not be profit making.
- The organisation must demonstrate commitment to the Council's equal opportunities policy.
- The organisation must set out in its application any existing funding provided.
- For community premises applications – the organisation must have no accommodation of their own and the period of use is limited to a maximum of 3 years.
- The organisation must accept all financial transactions from the Council electronically.
- The organisation must agree to provide a report on the use of the grant, and audited accounts (where audited accounts are not available, management accounts and copy bank statements as appropriate).
- Organisations in receipt of funding in excess of £1,000 per annum, must display the Council logo on their stationery acknowledging they are “supported by Harrow Council”.

It is recommended that the criteria and conditions will apply to the central grants and SLA's, and community lettings, but not the departmental arrangements or discretionary rate relief. The latter are necessarily based on separately identified needs and criteria.

3. Emphasis on Certain Organisations and Activities

It is recommended that particular emphasis be placed on the following types of organisation and activity, those that:

- Have been awarded the Community Legal Services quality mark, or any other recognised quality assurance award.
- Are proposing projects dealing with consumer advice, debt counselling, immigration, housing, and mental health.
- Are serving black and minority ethnic communities, refugees and asylum seekers and address domestic violence issues.

4. Grants v SLAs

Under the present support given by the Grants Panel, there is no clear rationale over why some organisations are given SLA funding as opposed to a grant.

It is therefore recommended that a threshold of £10,000 be established for SLA funding. Grants below this threshold will be subject to a simple funding letter setting out the purpose of funding and reporting requirements.

New SLAs will include details of any conditions attached to the funding, objectives and performance measures, clear reporting requirements linked to staged payments, and “clawback” arrangements, to reduce the financial risks to the Council.

In addition, it is recommended that funding for grants and grants-based SLA's will in future be based on a 3 year term, which would offer organisations more financial security, enable them to plan services on a longer term basis and assist them in their attempts to secure funding from other sources. In addition a three-year funding cycle would fit well with the Council's medium term budget strategy.

5. The Balance of Funding

In order to shape funding decisions, it is recommended that the application forms and monitoring requirements are amended to collect information on :-

- Location of activity
- Type of activity
- Equality issues (for the organisation itself and its service users).

In the longer term this will enable the Council to compile data and assess the balance of funding over a period of time across geographical areas / activities / equalities groups. It will also enable comparison with the vitality profile.

In addition, the Council's overall financial support to voluntary organisations will be collated centrally and shared with all relevant parties within the Council in order to ensure funding is based on the wider understanding of how the Council supports the voluntary sector.

6. Transitional Funding

With the introduction of new community strategy-based funding, it is recommended that transitional arrangements be established to enable historically funded groups that may no longer qualify for funding, to make other arrangements. Transitional funds would also provide start-up grants for emerging organisations not yet meeting the new criteria.

7. Community Lettings

It has previously been agreed that the current Education lettings service will be combined with the Grants Unit, under the remit of the Grants Advisory Panel and change to a system of grant applications for funding property lets.

8. The Role of the Grants Unit

Feedback from the voluntary sector highlighted some concerns over the effectiveness of the Council's relationship with voluntary organisations, which emphasised the need to address the level of support, advice and communications with Harrow's groups. A staffing review is currently being undertaken and the new

team will have a more proactive and outward facing role and will start to build up a stronger relationship with the voluntary sector. A further report will be put to the Grants Advisory Panel later in the year.

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Meeting:	GRANTS ADVISORY PANEL
Date:	13 TH SEPTEMBER 2004
Subject:	HARROW COUNCIL FOR RACIAL EQUALITY (HCRE) – REQUEST FOR ADDITIONAL FUNDING IN 2004/05
Key decision:	NO
Responsible Chief Officer:	DIRECTOR FINANCIAL & BUSINESS STRATEGY
Relevant Portfolio Holder:	PARTNERSHIP & PROPERTY
Status:	PART 1
Ward:	N / A
Enclosures:	LETTER FROM HCRE DATED 25.5.04 (APPENDIX 1) LETTER FROM HCRE DATED 23.8.04 (APPENDIX 2)

1. **Summary/ Reason for urgency (if applicable)**

- 1.1 HCRE are requesting additional funding in 2004/05 for additional work they have been carrying out since 1st April 2004.

2. **Recommendations (for decision by Portfolio Holder)**

- 2.1 That Members consider the request from HCRE for additional funding of £3,000 in 2004/05.

REASON: To enable HCRE to finalise its budget for the current financial year, or seek funding from alternative sources in relation to the additional duties they have been undertaking since 1st April 2004.

3. **Consultation with Ward Councillors.**

- 3.1 Not applicable

4. **Policy Context (including Relevant Previous Decisions)**

- 4.1 Grants Advisory Panel 26 November 2003 - The Panel agreed to recommend to Cabinet funding for HCRE in the sum £45,855, inclusive of salary inflation.

- 4.2 Grants Advisory Panel 8 March 2004 – Members considered a request from HCRE for additional funding to cover accommodation costs at their new premises and agreed additional funding of £6,220 in 2004/05.

5. **Relevance to Corporate Priorities**

- 5.1 This report addresses the Council's stated priority of "strengthening Harrow's local communities by promoting social inclusion amongst all Harrow residents both young and old, by seeking to eradicate poverty and by reducing the fear of crime."

6 **Background Information and options considered**

- 6.1 From 1st April 2004, HCRE have assumed responsibility for monitoring cases of racial incidents reported to Harrow Police. The Racial Harassment Sub Committee of the Harrow Police Community Consultative Group, whose funding was not renewed by the Council in the current financial year, previously carried out this task.
- 6.2 Monitoring of racial harassment cases has always been within the HCRE's potential remit. Members will need to decide whether HCRE could undertake these tasks with their existing resources, or whether they would need additional funding. Following further consultation with HCRE, officers have been informed (see letter dated 23rd August 2004, attached as Appendix 2) that "cases arising from these new duties number roughly 25-30 new per month; these are dealt with in addition to the existing caseload at HCRE. I estimate that around 25 hours per month are devoted to the completion of these new duties by HCRE staff..."

7. **Consultation**

- 7.1 Not applicable

8. **Finance Observations**

- 8.1 Members are reminded that the grants budget for 2004/05 has been committed already and that budgets are cash limited. Any additional grant would therefore require compensatory savings. However, this may in fact now be available as ADHD support group (Attention Deficit and Hyperactive Disorder) may not qualify for £3,000 funding reserved by the Grants Panel in the current year.

9. **Legal Observations**

- 9.1 None.

10. **Conclusion**

- 10.1 HCRE have been undertaking some additional work in relation to the monitoring of racial incidents reported to Harrow Police. The organisation stated that the additional work involves monitoring about 25 – 30 cases a month, which amounts to about 25 hours extra work per month.

11. **Background Papers**

- 11.1 None

12. **Author**

12.1 David Ward – Risk & Insurance Manager Ext. 2064. E-mail: david.ward@harrow.gov.uk

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Partnership at work

Harrow Council for Racial Equality

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Cllr. Cyril Harrison
 Chairman of the Grants Sub-Committee
 Harrow Council
 Civic Centre
 Station Road
 Harrow, Middlesex

Tuesday 25th May 2004

Dear Councillor Harrison,

From the 1st April 2004, Harrow Council for Racial Equality (HCRE) has assumed responsibility for the monitoring of cases of racial incidents reported to Harrow Police, a responsibility which was bestowed upon HCRE by the Race Relations (Amendment) Act 2000, empowering the CRE to monitor Police action on reports of racial incidents. Harrow Police had also indicated that they wished to work solely in conjunction with HCRE in matters relating to race hate crimes.

The monitoring work will involve HCRE liaising with all people who report racial incidents, and enquiring as to their satisfaction with the service which has been provided to them by the Police in the process of investigating their report.

As I am sure you are aware, this monitoring function was previously undertaken by the HPCCG Racial Harassment Sub-Group, a group which was funded by both Harrow Council and Harrow Police to carry out such a task. As HCRE is at present not in receipt of any funding for the purpose of monitoring reported racial incidents, and with reference to the description of the duties given above, I am requesting a grant of £3,000 to carry out the duty which has been placed on HCRE by Harrow Council and Harrow Police. I would be grateful if you were to bring this matter to the attention of the Grant Sub-Committee members at the next meeting, and inform me of the decision reached. Please contact me in the meantime if you have any further questions, or if I can provide further information.

Yours sincerely,

Prem Pawar

Director

cc. Cllr. Asad Omar (*Chairperson*)



Hon. President: The Mayor of London Borough of Harrow
Chairperson: Cllr. A. Omar *Vice Chairpersons:* Dr. J. Bara, & A. Aggarwal *Treasurer:* Zis Baig *Asst. Treasurer:* A. Diamond
Director/Secretary: Prem Pawar

Community
 Legal Service

Charlotte Clark
Grants Officer
Harrow Council
PO Box 57, Civic Centre
Station Road
Harrow, Middlesex
HA1 2XF

Monday 23rd August 2004

Dear Ms. Clark,

Thank you for your letter of the 13th August regarding my request for additional funding for the Harrow Council for Racial Equality. As I am sure you are aware, the remit of the HPCCG Racial Harassment Sub-Group was passed over in its entirety to HCRE, as yet without any financial recompense for the services rendered.

Under the terms of this hand-over, HCRE is required to:

- Take from Harrow Police a list of all complainants involved in cases with a racial element, and follow up both in writing and per telephone their satisfaction with the work of the Police in their case;
- Collate and report these results to the Police in a meeting convened specifically for that purpose;
- Present and report results to the Multi-Agency Forum (MAF) and other interested parties;
- Maintain and act upon the calls received on a hotline set up specifically for the use of victims of racial harassment.

Cases arising from these new duties number roughly 25-30 new per month; these are dealt with in addition to the existing caseload at HCRE. I estimate that around 25 hours per month are devoted to the completion of these new duties by HCRE staff, and HCRE also incurs a certain amount of attendant administrative costs.

If you require any further information, please do not hesitate to contact me.

Yours sincerely,

Prem Pawar

Director

cc. Madan Badale (*Chairperson*); John Solomon (*Committee Member*)