



GRANTS ADVISORY PANEL

THURSDAY 6 JULY 2006

7.30 PM

PANEL AGENDA (ADVISORY)

**COMMITTEE ROOMS 1&2
HARROW CIVIC CENTRE**

MEMBERSHIP (Quorum 3)

Chairman: Councillor Joyce Nickolay

Councillors:

**John Anderson
Don Billson
Mrs Myra Michael
Mrs Anjana Patel
Stanley Sheinwald**

**Ms Nana Asante
Asad Omar
Mrs Rekha Shah
Mrs Sasi Suresh**

(none)

Adviser: Deven Pillay, Chief Executive, Mencap

Reserve Members:

1. Ashok Kulkarni
2. Marilyn Ashton
3. Julia Merison
4. Narinder Singh Mudhar
5. Jeremy Zeid
6. Susan Hall

1. Nizam Ismail
2. David Gawn
3. Thaya Idaikkadar
4. Dhirajlal Lavingia

(none)

**Issued by the Democratic Services Section,
Legal Services Department**

**Contact: Kevin Unwin, Committee Administrator
Tel: 020 8424 1265 E-mail: kevin.unwin@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

THURSDAY 6 JULY 2006

AGENDA - PART I

1. **Appointment of Chair:**

To note the appointment of Councillor Joyce Nickolay at the Cabinet meeting on 8 June 2006 under the provisions of Advisory Panel and Consultative Forum Procedure Rule 5.1 as Chair of the Grants Advisory Panel for the Municipal Year 2006/2007.

2. **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) the meeting notes at the start of the meeting at the item 'Reserves' that the Reserve Member is or will be attending as a reserve;
- (iv) if a Reserve Member whose intention to attend has been noted arrives after the commencement of the meeting, then that Reserve Member can only act as a Member from the start of the next item of business on the agenda after his/her arrival.

3. **Declarations of Interest:**

To receive declarations of personal or prejudicial interests, arising from business to be transacted at this meeting, from:

- (a) all Members of the Committee, Sub Committee, Panel or Forum;
- (b) all other Members present in any part of the room or chamber.

4. **Appointment of Vice-Chair:**

To consider the appointment of a Vice-Chair to the Panel for the Municipal Year 2006/2007.

5. **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 Part 1 of Schedule 12A to the Local Government Act 1972 (as amended).

6. **Minutes:**

That the minutes of the meeting held on 8 March 2006, having been circulated, be taken as read and signed as a correct record.

7. **Public Questions:**
To receive questions (if any) from local residents or organisations under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).
8. **Petitions:**
To receive petitions (if any) submitted by members of the public/Councillors under the provisions of Advisory Panel and Consultative Forum Procedure Rule 13 (Part 4E of the Constitution).
9. **Deputations:**
To receive deputations (if any) under the provisions of Advisory Panel and Consultative Forum Procedure Rule 14 (Part 4E of the Constitution).

[Note: The Panel's policy (Minute 60: 28 July 2003) in principle is not to receive deputations relating to individual grant applications].

- Enc. 10. **Terms of Reference:** (Pages 1 - 2)
To note the Terms of Reference of the Grants Advisory Panel.
- Enc. 11. **Voluntary Sector Advisor Report:** (Pages 3 - 6)
Deven Pillay, Chief Executive Harrow Mencap and Advisor to the Panel, will be in attendance for this item.
- Enc. 12. **The Grants Function:** (Pages 7 - 44)
Report of the Director of Financial and Business Strategy.
- Enc. 13. **Grant Funding 2006/07 - Deferred Grants:** (Pages 45 - 48)
Report of the Director of Financial and Business Strategy.
- Enc. 14. **Grant Funding 2006/07- Reserved Grants:** (Pages 49 - 52)
Report of the Director of Financial and Business Strategy.
- Enc. 15. **Edward Harvist Trust Charity - Reserved Grants:** (Pages 53 - 58)
Report of the Director of Financial and Business Strategy.
- Enc. 16. **Community Lettings:** (Pages 59 - 66)
Report of the Director of Financial and Business Strategy.
- Enc. 17. **Community Premises:** (Pages 67 - 78)
Report of the Director of Financial and Business Strategy
- Enc. 18. **Association of London Governments' Future Commissioning Priorities:**
(Pages 79 - 92)
Report of the Director of Financial and Business Strategy.

AGENDA - PART II - NIL

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GRANTS ADVISORY PANEL

1. To consider proposals and to make recommendations in respect of:
 - (a). The review and co-ordination of grant applications ensuring that they meet overall Council criteria and that conflicting applications are avoided;
 - (b) Criteria for the granting of discretionary rate relief to non-profit making organisations;
 - (c) Applications for loan guarantees to be provided by the Authority, applying the Council's corporate policy guidelines on making such loans;
 - (a) Responsibility for the allocation of accommodation within the Community Premises;
 - (e) The levels of outstanding loan guarantees.

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Meeting: Grants Advisory Panel
Date: 6th July 2006
Subject: Voluntary Sector Advisor Report
Responsible Officer: Director of Financial and Business Strategy
Contact Officer: Chander Vasdev 020 8420 9249
Portfolio Holder: Business Development – David Ashton
Key Decision: No
Status: Part 1

Section 1: Summary

This report presents the key issues and recommendations of the Voluntary Sector Advisor.

Decision Required

To note the issues/concerns of the Voluntary Sector Advisor which are based on the Voluntary Sector Advisor's personal observations and the experience of a number of colleagues and organisations in the voluntary sector.

Reason for report

To note the issues/concerns of the Voluntary Sector Advisor.

Benefits

Implementation of the Voluntary Sector Advisor's recommendations will help in developing a more robust, transparent and equitable process.

Cost of Proposals

None arising from the proposals in this report other than the existing staff time.

Risks

There are no risks directly related to this proposal.

Implications if recommendations rejected

Some of the suggested improvements in the Grant Process may not be implemented.

Section 2: Report

2.1 Brief History

2.1.1 Introduction

The VSA in his official role over the past 8 months, has highlighted a number of issues in relation to the Grants process. As a result the Panel agreed to an analysis/review of its process.

The issues/concerns are based on Voluntary Sector Advisor's observations and the experience of a number of colleagues and organisations in the voluntary sector.

In addition a survey was conducted in March/April 2006 in the form of a questionnaire to the voluntary sector organisations to assist in the review process.

2.1.2 Key Issues

1. Meetings – long and convoluted; confusion regarding representations or deputations; Decisions are unclear.
2. Eligibility for Grants – Funding priorities too broad; Criteria not applied consistently; there is a perception of favouritism.
3. Application process – Information and advice seen to be poor; Process seen to be too complicated.
4. Decision Making – Cosmetic as funding for some groups already earmarked; Recommendations lack consistency; Reserves criteria unclear and applied arbitrarily; Risks never diminish and not based on

performance; Not based on Quality of application or VFM; Seen to be 'Politically motivated'; Unclear and poor feedback.

5. Appeals – Seen to be virtually non-existent; lacking in transparency.
6. Monitoring – Unclear and not consistently applied; inadequate.
7. Other Key Issues – Role of Strategic Groups unclear; New and emerging groups 'fit' with need unclear.

2.1.3 Recommendations

1. Focussed meetings e.g. separate meeting for Edward Harvist Trust;
2. Clarify rules re. Representations;
3. Clarify principles underpinning the whole process; Set Clear Priorities and apply criteria rigorously;
4. Provide opportunities for information sharing/surgeries; Streamline application form and assessment process – screening process prior to grants meetings;
5. Separate out funding already earmarked; Clarify reserves criteria; Develop performance monitoring process - link to Risk management;
6. Applications should be measured on Quality and VFM; Recorded decisions should provide basis for feedback;
7. Formalise Review process;
8. Clarify role and expectations of Strategic, Umbrella and new groups;
9. Annual review of the Grants Process – Outcomes based.

2.2 Options considered

- 2.2.1 As part of the review the Voluntary Sector Advisor has had a number of meetings and discussions with the Director of Financial and Business strategy, Grants manager and officer where we have discussed the above and the potential solutions for developing a more robust, transparent and equitable process.

3. Consultation

- 3.1 The issues/concerns are based on the Voluntary Sector Advisor's observations and the experience of a number of colleagues and organisations in the voluntary sector. In addition a survey was conducted in March/April 2006 in the form of a questionnaire to the voluntary sector organisations to assist in the review process.
- 4. Financial Implications
- 4.1 There are no financial implications associated with this report.
- 5. Legal Implications
- 5.1 There are no legal implications associated with this report.
- 6. Equalities Impact
- 6.1 There is no equalities impact associated with this report.
- 7. Section 17 Crime and Disorder Act 1998 Considerations
- 7.1 No direct implications.



Meeting:	Grants Panel
Date:	6 July 2006
Subject:	The Grants Function
Responsible Officer:	Director of Financial and Business Strategy
Contact Officer:	Chander Vasdev
Portfolio Holder:	Business Development – David Ashton
Key Decision:	No
Status:	Part I

Section 1: Summary

Decision Required

To consider and comment on a number of issues relating to the Grants Function.

Reason for report

To ensure that the Grants Function is as effective as possible in the future.

Benefits

Allows the Grants Panel to consider a number of important issues at an early stage.

Cost of Proposals

No direct costs.

Risks

Lack of clarity about the grants process.

Implications if recommendations rejected

Lost opportunity to clarify and resolve a number of issues.

Section 2: Report

Brief History

1. During 2005-06 the grants panel carried out a range of activities including considering grant applications, allocating funds from the Harvist Trust, reviewing the Community Premises and other matters. However, a variety of issues arose from the conduct of business and it would be helpful to clarify or resolve a number of points with the newly appointed Grants Panel.
2. This report covers:
 - Conduct of meetings
 - Eligibility for grants
 - Use of Premises and Facilities
 - Allocation of the grants budget for 2007-08
 - The application process and timetable
 - Officer Reports on applications
 - Review/appeals process
 - 3 year funding
 - Management and monitoring of SLAs
 - The role of strategic or umbrella groups in future
 - The role of the grants team in future
 - Edward Harvist Trust
3. The questions for the panel are summarised at the end of each section.

Conduct of meetings

4. Grants Panel meetings often have large agendas and attract considerable public interest. Therefore it is important that the management of the meetings goes smoothly.

Distribution of Papers

5. Officers will ensure that papers are distributed to all members of the panel in advance of the meeting and will support the Panel in its work.

Officer Attendance

6. The officers in attendance will normally be:

Kevin Unwin – Committee services
Legal Services Representative (as required)

Myfanwy Barrett – Director responsible for grants
Chander Vasdev – Service manager responsible for grants
Parveen Vasdev – Grants Officer (will attend when individual grant applications are considered)
Charlotte Clark – Grants Officer (will attend when individual grant applications are considered)

Declarations of Interest

7. Given that many members have extensive links with the voluntary sector, declarations of interest can take some time. It is therefore recommended that declarations of interest should be made in writing in advance and tabled at the meeting. This does not of course preclude members from adding items verbally at the meeting.

Deputations

8. In the past the Grants Panel has tended not to accept deputations. All applications for funding that are put before the panel include a detailed report. Allowing deputations would not necessarily add any further information and could be perceived as influencing the panel as some groups will be represented and others will not.

Management of Agenda

9. Last year there were a lot of items on the agenda for the December meeting in addition to the grant applications for funding in 2006-07. This meant that members of the public had to wait over 2 hours before the panel considered their applications. It is therefore recommended that we hold two meetings in November/December – we can deal with general business at one and the applications at another. This means that another date will have to be identified in December.
10. The Panel also tried to deal with the Harvist trust applications at the same time as the main grant applications and this caused some confusion. It is therefore recommended that Harvist Trust applications are dealt with later in the year.
11. A proposed workplan for the business of the committee during 2006-07 is attached at Appendix 1 for consideration.

Briefings

12. Briefings will be arranged for each party group and the voluntary sector representative in between the publication of the agenda and the meeting itself. This provides an opportunity for Panel members to request additional information or ask questions.

Recording Decisions

13. Officers prepare reports on grant applications and put forward recommendations to the Panel for consideration. The Panel then discusses the applications and makes a recommendation to Cabinet or the Portfolio Holder. For transparency, it is important that, where the panel chooses to amend the recommendation, a clear reason is given and recorded. This can then be relayed to the organisation in question after recommendations have been approved by Cabinet or the Portfolio Holder.

Recommendations to Portfolio Holder or Cabinet

14. The Grants Panel refers matters to the Portfolio Holder or onto cabinet for decision. The recommendations in relation to grant applications tend to go to cabinet in January and, due to the combined value, this is a key decision. Other matters can be agreed by the relevant Portfolio Holder. Officers will take steps to ensure that this part of the process goes smoothly.

Questions for the Grants Panel: Conduct of Meetings

- Does the Panel agree that declarations of interest should be generally made in writing and tabled at the meetings?
- Does the Panel wish to allow deputations?
- Does the Panel agree that an extra meeting should be arranged for December?
- Is the Panel content with the suggested business for each meeting set out in Appendix 1?
- Does the Panel agree that, where it varies the recommended grant for an organisation, a specific reason should be minuted?

Eligibility for grants

15. At present organisations have to show that their project is consistent with one or more of the community strategy headings:

- Empowering Local Communities
- Safer Harrow
- Regenerating Harrow
- Greener Harrow
- Children and Young People
- Learning for All
- Making ICT work
- Healthy Harrow

16. In practice, as these headings are very broad, all applications tend to comply. The Panel may wish to consider adopting more specific themes for each grant round in order to target the funding and make better use of the resources available.

17. One option would be to select themes which reflect the six corporate priorities, for example:

- Protect our precious environment
- Empowering Harrow youth

18. Grant applicants also have to satisfy a number of conditions (for instance, they have to show that 80% of their members live or work in Harrow, and they must have a constitution, management committee and bank account).
19. At present there are some conditions hidden on the application form (for example we ask questions about level of reserves) and we need to be more explicit about these. We also need to ensure that the conditions are straightforward and that it is easy for grants officers to determine whether an organisation has satisfied them. With this in mind, revised conditions are set out in Appendix 2.
20. In relation to reserves, groups will be asked to supply their reserves policy and comment on the current level of reserves, the target level, and any earmarked sums.
21. It is important for groups to provide up to date and accurate evidence in support of their applications. Periodic checks are undertaken to confirm the veracity of this evidence.
22. In the past the conditions have not always been applied strictly and this has led to some confusion and some inconsistencies. Therefore the panel is asked to agree that in future the conditions will be applied strictly and that organisations who do not meet one or more of the criteria will be rejected. They will be advised of the reason why they do not satisfy the conditions. Their applications will not come forward to the Panel.
23. The application pack suggests that the Council will not normally support routine functions of sports clubs, residents associations, brownies/guides/scouts, religious activities or political activities. This list does not lend itself to consistent application and required greater clarity accordingly. Does the Panel wish to make a firmer statement about which groups it will not support? If so residents associations need careful consideration as this group was flagged up as part of the scrutiny review.
24. If the Panel does wish to support residents' associations then a definition should be agreed to avoid any confusion.

Questions for the Grants Panel: Eligibility for Grants

- Does the Panel wish to adopt specific themes within the community strategy headings for each grant round?
- If so which themes does the Panel wish to adopt for 2007-08 applications?
- Does the Panel agree the new conditions set out in Appendix 2?
- Does the Panel agree that in future the conditions should be applied strictly?
- Does the Panel wish to make it clear that it will not support applications from certain groups or for certain activities?

Use of Premises and Facilities

25. At presents groups request free or subsidised use of Council premises and facilities (such as committee rooms in the Civic Centre or parks) on an ad hoc basis. This means that the support provided is not transparent.

26. It is recommended that in future all groups requesting the use of council premises or facilities are asked to apply for a grant via the grants committee. The group would then hire the relevant premises or facilities in the normal way and at the normal rate. This could be done throughout the year rather than in a single tranche if required.

Questions for the Grants Panel: Use of Premises and Facilities

- Does the panel agree that groups requesting free or subsidised use of Council premises or facilities should apply for a grant?
- Does the panel wish to consider such applications in a single batch or on a more ad hoc basis?

Allocation of the grants budget for 2007-08

27. The total grants budget for 2007-08 is likely to be around £1.2m (based on the 2006-07 budget plus inflation). In practice a substantial part of this is committed. In addition, the HearSay review recommended that some of the budget should be earmarked for emerging groups or residents associations for instance.
28. There is a perception amongst voluntary groups that the Council supports the same groups every year and does not give proper consideration to new applicants.
29. In order to improve transparency and address some of the scrutiny recommendations, it is recommended that the 2007-08 budget is provisionally allocated as set out in Appendix 3.
30. The funding to Arts Culture Harrow is not determined by the Grant Advisory Panel and should formally transfer to Cabinet in due course. The Service Level Agreement is monitored by the Sports and Culture Team in the Learning and Community Development Directorate and there are regular reports to cabinet on the organisation's position.
31. Members will be aware that the final budget for 2007-08 will not be agreed until the Council meeting in February. Nevertheless the provisional allocation will aid planning.
32. For strategic groups, it is important that despite the implied ongoing commitment, performance is monitored and value for money is continually assessed.

Questions for the Grants Panel

- Does the Panel agree the provisional allocation of the budget for 2007-08?
- Does the Panel agree that responsibility for ACH should transfer to Cabinet.

The application process and timetable

33. The application process can be perceived as quite complex by voluntary groups. Therefore we have reviewed and streamlined the application form. The proposed new form is attached at Appendix 4. Part 1 covers the grant conditions and Part 2 covers the project or activity.
34. The draft timetable for 2007-08 applications is attached at Appendix 5.
35. The communications strategy is attached at Appendix 6.
36. In the past there has been some discussion about whether one group can apply for and receive more than one grant if they are for different projects. In some cases there may be economies of scale.
37. Last year there was considerable confusion around late applications. It is recommended that late applications should not be considered in future.

Those groups who have received the Grant application will be given four reminders (2 written & 2 by telephone) in the two weeks prior to the closing date.

Questions for the Grants Panel

- Does the Panel approve the new application form?
- Does the Panel agree the timetable for 2007-08 applications?
- Does the Panel agree the communications strategy?
- Does the Panel wish to consider multiple applications from a single group?
- Does the Panel agree that late applications should not be considered?

Officer reports on grant applications

38. Officers are keen to ensure that the reports accompanying grant applications are of a high standard and consistent.
39. Officers will comment on:
- The nature of the proposed project or activity
 - Where assets are to be acquired or enhanced, where will they be located, and who will own them?
 - Past performance of the group if previously funded
 - Value for money
 - Risks
 - Financial stability including level of reserves
 - Added value
40. The recommended amount of funding will reflect the quality of the individual application as well as the total sum available.

Questions for the Grants Panel

- Is there any additional information that the Panel would like to see included in officer reports on individual grant applications in future?

Review Process

41. At present the Panel does re-visit applications of its own accord (for instance where additional information has been requested) and consider requests for reviews which have been submitted by organisations. However, the review process is poorly understood by the voluntary sector and does not involve an independent assessment of the situation.
42. The Panel could decide not to allow reviews in future on the grounds that all information supplied by the organisation in question will have been given full consideration by the officers and, where a grant has been recommended, by the Panel members. However, this could be construed as unfair as it denies groups the right to question the decision of officers or the panel.
43. The Panel is also asked to consider whether it wishes to establish a more formal appeals process with any appeals heard by a separate group to provide objectivity and independence, or continue with the current less formal review process. A formal appeal process would require an amendment to the constitution and could be very resource intensive.
44. If the Panel does wish to allow reviews it is recommended that there is a specified time when an appeal can be lodged (shortly after the Panel meeting to consider grant applications).
45. It is also recommended that the grounds for review are laid out clearly in advance – for instance we would not allow a review simply because the organisation feels that the grant was too small. The recommended grounds for a review are as follows:
- If the organisation feels it did meet the grants criteria and demonstrated compliance in its application.
 - If the organisation feels that information contained in the officer report submitted to the Panel was incorrect or incomplete.

Questions for the Grants Panel

- Does the Panel wish to allow reviews or formal appeals in future?
- If so does the Panel wish to amend the review process as suggested?

3 year funding

46. As part of the Strategic Review of Grants conducted in 2004, the Panel agreed in principle to move towards 3 year funding for grants and SLAs. However, this was not fully implemented when the 2006-07 grants were agreed.
47. We have set up 3 year SLAs with HAVS, CAB, HCRE, HASVO, HWCC, Shopmobility, Welldon Centre, HAD and Relate.
48. The SLAs with Women's Aid, Women's Centre, Ignite, Harrow Sports Council and Victims Support are awaiting signature.
49. In practice, it may be advisable to agree only a small number of 3 year funding arrangements each year. This will ensure that the sum committed is reasonable relative to the total budget available and stagger the arrangements so that they do not all span the same 3 year period.

Questions for the Grants Panel

- Does the Panel support a gradual introduction of 3 year funding arrangements, starting with the 2007-08 grants round?

Management and monitoring of Grants and SLAs

50. At present organisations in receipt of grants submit reports to the Grants team which are used for monitoring purposes. However, this information is not consistently fed back to the committee and there is no strategic overview of the impact the funding has had.
51. Some service level agreements are run in Directorates and some are managed by the Grants Team. It is recommended that an officer is nominated as the lead person for each SLA and that this officer should provide feedback to the panel on performance and impact. The feedback could be in a standard format to aid the Panel.
52. It is further recommended that the Grants team produce a monitoring report on the 2005-06 grants for the November meeting of the Panel so that we can start to assess the impact the grants have. This report will provide useful background in advance of considering new grant applications.
53. It is particularly important that the service delivered by strategic groups is assessed.

Questions for the Grants Panel

- Does the Panel support the idea of nominated lead officers for SLAs?
- Does the Panel support the introduction of performance reports?

The role of strategic or umbrella groups in future

54. The Panel may wish to consider making more use of strategic or umbrella groups in future. For example the Panel could provide funding to the Refugee Forum to deliver a range of outputs on the understanding that the Refugee Forum would work with other refugee organisations in the borough to deliver the outputs.
55. If the Panel chooses to adopt specific themes for the 2007-08 grants round, this could be combined with a more commissioning based approach.
56. Strategic groups could also assist with evaluating projects and applications in future.

Questions for the Grants Panel

- How does the Panel feel about using strategic groups in future?

The role of the grants team in future

57. In future the grants team should have a more strategic and proactive role that goes beyond processing applications, but this is of course subject to available resources. Once we build up the monitoring activity and start to identify the impact of the grants programme we should also be able to identify gaps in provision in the voluntary sector.
58. Comment on frequency of visits to groups before and after funding awarded, and introduction of spot checks.

Pre-assessment visit are made when a group first applies for funding. Annual monitoring visits for groups receiving grants of £5,000 and over.

Spot-checks are usually carried out if a concern has been raised.

Questions for the Grants Panel

- Does the Panel have any views on the future role of the grants team?

Edward Harvist Trust

59. The Grants Panel allocated all the accumulated funds to 2006/07 at the March 2006 meeting. Edward Harvist Trust funds are now likely to be less than £11K per annum.
60. For this smaller amount it would make sense for the Panel to agree a maximum grant per organisation, say £500, and to consider all the applications at a single meeting. (This should not be the special meeting in December to deal with the main applications.)

Questions for the Grants Panel

- Does the Panel wish to set a maximum for grants from the Edward Harvist Trust?
- Does the Panel agree that the applications should be considered on an annual basis in future?

Consultation

61. Consultation has been carried out with officers involved in the grants function and the voluntary sector representative during the preparation of this report.

Financial Implications

62. There are no direct financial implications, although the report does cover the possible allocation of the 2007-08 grants budget.

Legal Implications

63. A transparent criteria and process for dealing with all grant applications is vital for both good administration and to avoid challenge by way of judicial review.

Equalities Impact

64. The grants application process is designed to capture equalities information so that we can review the allocation of funds. Grants support a diverse range of community groups in Harrow.

Section 17 Crime and Disorder Act 1998 Considerations

65. There are no direct implications although some grants may be directed at crime prevention activities.

Section 3: Supporting Information/Background Documents

Appendices:

No.	Title
1	Draft workplan for Grants Advisory Panel
2	Proposed Grant Conditions
3	Provisional allocation of 2007-08 budget
4	Proposed application form
5	Grant application timetable
6	Communications Strategy for 2007-08 grants round

Background Documents: None.

Draft Workplan for Grants Advisory Panel

Meeting	Business
6 July	<ul style="list-style-type: none"> • Overview of grants function • Report of Voluntary Sector representative • Update on community premises review • Update on ALG grants • Education lettings • Deferred/reserved grant applications 2006/07 • Reserved Edward Harvist Trust applications from last round
4 September	<ul style="list-style-type: none"> • To be confirmed
20 November	<ul style="list-style-type: none"> • Monitoring/Performance reports
Xx December	<ul style="list-style-type: none"> • Grant applications (and no other business)
22 January	<ul style="list-style-type: none"> • Edward Harvist Trust Applications • Any deferred grant applications from last meeting • Community Lettings applications 2007/08
7 March	<ul style="list-style-type: none"> • Any deferred & reserved grant applications • Appeals

Proposed Grant Conditions

Grants Qualifying Conditions

- The applicant must be a voluntary group based in Harrow, with 80% of its beneficiaries either living or working in 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 state any funding applications pending from other sources for the proposed project.
- The organisation should be able to accept all financial transactions from the Council electronically.
- The organisation must provide a report as per the agreement/service level agreement 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 from Harrow Council in excess of £1,000 per annum must display the council logo on their stationery acknowledging they are "supported by Harrow Council"
- Organisations must commit themselves to explore alternative / additional sources of funding.

Eligible organisations

To be eligible for funding, organisations must meet the Common Grants Criteria and comply with the Council's Standard Conditions of Grant Aid.

Organisations in receipt of grants must also agree to:

- have appropriate insurance policies
- arrange for their accounts to be audited or certified by an independent person
- acknowledge the support of Harrow Council in their annual report, annual accounts and publicity;
- the Grants Advisory Panel's monitoring requirements.

The Council will not support:

- Sports organisations seeking match funding
- Capital projects (although the revenue costs of such projects might be supported);
- Organisations seeking to duplicate existing grant-aided services
- Services provided on the grounds of religion;
- Organisations which fail to demonstrate that they have appropriate management and financial controls;
- Organisations that fail to undertake to comply with the Council's Standard Conditions of Grant Aid.
- We do not give grants to individuals nor will we consider applications for general fundraising appeals.

Provisional allocation of 2007-08 budget

Based on 2006/07 budget plus 2.5% inflation = £1.2 m

Heading	Organisations	Amount £000	Total £000
Statutory Duty	Harrow Weald Common Conservators	31,000	31,000
Strategic Groups	HAVS HCRE CAB HWCC HAD Harrow Shopmobility Welldon Activity Group Relate Women's Aid Women's Centre	93,000 59,000 103,000 31,000 46,000 15,000 23,000 24,000 31,000 58,000	483,000
Approved by Cabinet	Arts Culture Harrow	382,000	382,000
Strategic project for the year			
Large grants (over £10,000)	All SLAs excluding above groups	101,000	101,000
Small grants (up to £10,000)	Based on 2006/07	166,000	166,000
New/emerging groups	Based on 2006/07	10,000	10,000
Use fo Council premises and facilities		10,000	
Residents associations		0	
Contingency		17,000	17,000
TOTAL			1,200,000



Grants to Voluntary Organisations

Application Pack 2007-08

Please return to:

**Grants Unit,
Business Development,
P.O. Box 21, Civic Centre, Station Road, HARROW, Middlesex, HA1 2XF
Tel: 020 8424 1335, Fax: 020 8420 9635.
E-mail: charlotte.clark@harrow.gov.uk**

Grants to Voluntary Organisations 2006/07 Guidance to Grant Applicants

1. About Harrow Council

Harrow Council has a responsibility to provide services to Borough residents and recognises that in some cases these may be more appropriately provided by independent voluntary organisations. The Council welcomes the voluntary sector's ability to target services at those most in need, to respond speedily to new and emerging local issues and to be accountable to clients in the community.

The grants process is steered by the Council's Grants Advisory Panel, whose functions are:

1. Taking a strategic view of support to the Voluntary Sector across the council;
2. Promoting the council's role in supporting the Voluntary Sector;
3. Recommending to Cabinet grants and Service Level Agreements (SLAs), allocation of community premises support and community lettings grants.

In pursuit of these objectives, the Council will seek to:

- Ensure that the Council's support for the voluntary sector recognises the cultural diversity of the Borough;
- Identify Council resources available to support the voluntary sector.

2. Funding priorities and Common Grants Criteria

The Council wishes to work with the voluntary sector in partnership to develop complementary services for the community, which are cost effective, equitable, and of high quality.

The Grants Advisory Panel will give priority to applications that identify and seek to address areas of identified need within the Borough. The Grants Advisory Panel has agreed a list of priorities, which reflect the Council's Community Strategy priorities. Applicants are advised that the Grants Advisory Panel wish to receive applications for funding in 2006/2007 that focus on one or more of the following priorities:

- **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 in 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.

3. Grants Qualifying Conditions

- The applicant must be a voluntary group based in Harrow, with 80% of its beneficiaries either living or working in 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 state any funding applications pending from other sources for the proposed project.
- The organisation should be able to accept all financial transactions from the Council electronically.
- The organisation must provide a report as per the agreement/service level agreement on the use of the grant, and audited accounts (where audited accounts are not available, management accounts and copy bank statements as appropriate).
- Organisations must commit themselves to explore alternative / additional sources of funding.

4. Eligible organisations

To be eligible for funding, organisations must meet the Common Grants Criteria and comply with the Council’s Standard Conditions of Grant Aid.

Organisations in receipt of grants must also agree to:

- have appropriate insurance policies
- arrange for their accounts to be audited or certified by an independent person
- acknowledge the support of Harrow Council in their annual report, annual accounts and publicity;
- the Grants Advisory Panel’s monitoring requirements.

The Council will not support:

- Sports organisations seeking match funding;
- Capital projects (although the revenue costs of such projects might be supported);
- Organisations seeking to duplicate existing grant-aided services;
- Services provided on the grounds of religion;
- Organisations which fail to demonstrate that they have appropriate management and financial controls;
- Organisations that fail to undertake to comply with the Council's Standard Conditions of Grant Aid.

We do not give grants to individuals nor will we consider applications for general fundraising appeals.

5. Types of grants

The Council provides revenue grants. First time applicants may be offered, where appropriate, a small start-up grant (usually for a specific programme of works, or to help a new organisation get started). Funding of up to £10,000 is provided in the form of a grant and funding of £10,000 and over is offered in the form of a Service Level Agreement (SLA). There is no upper limit set for SLAs. Grants are approved on an annual basis, some SLAs may be on a 3-year basis with annual reviews.

The Panel also approves applications for Harvist Trust grants (small one-off grants for charitable purposes, targeted primarily, but not exclusively, at unfunded voluntary and community groups), community lettings funding (small annual grants to help with the costs of hiring Council premises) and funding/allocation of office space at the Council's Community Premises.

6. Monitoring arrangements

- a) All grant decisions will list the outcomes funded organisations will be expected to meet, and these will be monitored during the annual monitoring meetings, which will take place with all organisations receiving grants of £5,000 and over (including Service Level Agreements).
- a) Organisations that receive a grant below £5,000 must submit a monitoring and assessment form within eight weeks of the end of the financial year, providing detailed facts and figures about each objective, target and outcome, the needs of clients and the cost of services, including a 'Statement of Achievement' and a statement of income and expenditure.

7. Additional documents

As a pre-condition of grant aid, an organisation must have and submit:

- an adopted constitution or governing document
- an equal opportunities policy
- appropriate procedures for management and financial control including reserves policy where applicable.
- a full income and expenditure budget for the year in which grant aid is expected;
- a full set of audited/certified accounts for the previous financial year or a financial statement certified by an authorised member of the management committee

8. Additional information

The following confidential information is also required which will not be disclosed to the public:

- Names and home addresses of management committee members
- Number of employees, both full-time and part-time
- Number of volunteers, both full-time and part-time
- Number of beneficiaries and how many are Harrow residents
- Bank/Building society details
- Names of main bank account signatories

9. Payment arrangements

- a) All grants are paid by BACS. Grants are usually paid as a lump sum in April. SLAs will be paid in instalments, usually in April, July, October and January.

10. Application procedure

The Council prefers to receive word-processed forms, rather than hand-written ones. The form is also available via e-mail on request. You should keep a copy of your application form in order to refer back to it when asked to complete the monitoring and evaluation form.

The final deadline for returned applications is 5 p.m. on Friday 29th September 2006. Please note that Members have agreed that no applications will be accepted after this time. Applications that are received after this date will be returned to the applicant without any assessment and will not be presented to the Grants Advisory Panel

Application form

Application forms for the financial year April 2007 to March 2008 will be sent automatically to groups currently in receipt of grants or SLAs from the Grants Advisory Panel, unless they have failed to comply with the Council's Standard Conditions of Grant Aid or monitoring arrangements. Organisations with a three year SLA will need to provide an annual monitoring report. All other organisations with an SLA will need to submit a new application.

Officers will check all grant applications received to ensure that they have been fully completed and all necessary enclosures have been received. An acknowledgement letter will be sent.

Please note that if your application is successful you will be required to sign the Council's Grant Agreement, prior to the release of funding.

Assessment

- A Grants Officer will review your application and may telephone and/or meet with you to check the information you have provided and/or pre-assess your application (in the case of new applicants).
- Officers produce a schedule of recommended grants for all applications.

- The schedule will contain a brief description of the service to be provided and the grant recommendation, together with any additional conditions of grant aid recommended by officers.
- The Grants Advisory Panel will consider the schedule at an open meeting in December 2006 and/or January 2007 and make recommendations to the Cabinet.
- Each organisation will be informed of the recommendation for their application and the date of the meeting at which it will be considered.
- Organisations wishing to appeal against the recommendation will be asked to give their reasons in writing and these written submissions will be presented to Members with the officer recommendations.
- The reports presented to the Grants Advisory Panel will include information about an organisation's activities and finances, which, together with copies of application forms and accounts, become public information.
- Applicants should be aware of the Grants Advisory Panel's policy of keeping all information open to the public unless there are exceptional reasons for preserving confidentiality.
- If an organisation does not wish certain information to become public, it can formally request that it remains confidential.
- Officers will consider the request and, if appropriate, make a recommendation to preserve confidentiality to the Grants Advisory Panel. However, the Grants Advisory Panel retains the power to reverse this recommendation in each case at the Arrangement of Agenda item at their meetings.
- The Panel meetings are open to the press and public, but representatives of groups cannot speak about their application.

Decision

- The Grants Advisory Panel considers all applications and makes recommendations to the Cabinet.
- The Cabinet makes 'in principle' decisions on all applications which are then confirmed when the Council sets its final budget in February / March.
- A letter is then issued to all applicants informing them of the decisions made on their applications.
- The letters to unsuccessful applicants state any reasons for the decision and set out the right of appeal.

The Right of Review

Organisations may request a review of the Panel's decision only on the grounds that the information presented to the Grants Advisory Panel was incorrect or information was omitted and that this had a material effect on the Panel's decision. The organisation must submit evidence of these grounds in writing within 28 days of the date of the letter advising it of the decision. If an organisation has submitted adequate

evidence, it will be presented to the next Grants Advisory Panel meeting for consideration. The decision of the Panel, whether to amend, or not, its previous decision on the basis of the information provided, is final.

Dated: June 2006



Harrow Council London

Grant Application Form 2007/08

Please return completed forms to the Grants Officer, P.O. Box 21, Civic Centre, Harrow, Middlesex, HA1 2XF.

- Please read our 'Guidance to Grant Applicants' carefully before completing this form to ensure that your organisation is eligible and the activities for which you are seeking funding match our funding priorities and common grants criteria.
• Please ensure that all sections of this application form are fully completed. It is not sufficient to refer to "see attached documents".
• Please ensure that two appropriate officers of the Organisation sign the Declaration in Section H of this form.

SECTION A: INFORMATION ABOUT YOUR ORGANISATION

Name of organisation:

Name of Contact Person:

Position in Organisation:

Address for Correspondence:

Telephone Number: Fax:

Email:

Address of Activities (if different from above):

Telephone Number: Fax:

Email:

1. What is the legal status of your Organisation? (More than one may apply)

Company limited by guarantee

Friendly society

Registered charity

Housing Association

Voluntary organisation

Partnership (please describe)

.....

Other (please describe)

.....

2. Is this a branch or subsidiary of a larger national organisation? YES/NO

If so, please describe:

3. In which year did your organisation start?

4. Does your Organisation have a formal constitution or set of rules? YES/NO

5. Please state the percentage of your Organisation's overall users who are resident of/work in the London Borough of Harrow.

.....%

6. Briefly describe the aims and objectives of your Organisation.

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SECTION B: GRANTS CRITERIA

Please identify and explain how the activities/services for which you are applying for grant aid meets one or more of the Council's Funding Criteria Priorities. Please refer to section 2 of the 'Guidance for Grant Funding'. (Continue on a separate sheet if necessary)

Empowering Local Communities

How we meet these criteria:

Please tick if applicable

Safer Harrow

How we meet these criteria:

Please tick if applicable

Regenerating Harrow

How we meet these criteria:

Please tick if applicable

Greener Harrow

How we meet these criteria:

Please tick if applicable

Children and Young People

How we meet these criteria:

Please tick if applicable

Learning for All

How we meet these criteria:

Please tick if applicable

Making ICT Work

How we meet these criteria:

Please tick if applicable

Healthy Harrow

How we meet these criteria:

Please tick if applicable

SECTION C: INFORMATION ABOUT THE PROPOSAL, PROJECT, SERVICES OR ACTIVITIES FOR WHICH FUNDING IS SOUGHT

Title of proposal or project (if different from above):

1.	What is the total cost of the project?	<input type="text" value="£"/>
	Capital (equipment, premises etc)	<input type="text" value="£"/>
	Revenue (running costs)	<input type="text" value="£"/>
	Revenue (salaries)	<input type="text" value="£"/>
	TOTAL	<input type="text" value="£"/>

2.	How much of this has been secured so far?	
	Government grants	<input type="text" value="£"/>
	Local authority grants	<input type="text" value="£"/>
	Donations from Business	<input type="text" value="£"/>
	Grants from trusts	<input type="text" value="£"/>
	Fundraising	<input type="text" value="£"/>
	Fees, rents, sales, charges	<input type="text" value="£"/>
	National Lottery	<input type="text" value="£"/>
	Other sources	<input type="text" value="£"/>
	TOTAL	<input type="text" value="£"/>

3. How much grant in total are you requesting from Harrow Council? £.....

4. Over what period are you seeking support from Harrow Council?
From..... To

5. How will you use the Grant that your Organisation is applying for? Please describe the services that you will provide with this Grant.

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6. What is the evidence that these activities are needed?

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7. How will you publicise the activities? How will people be referred to the service?

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8. What geographical area or wards will the service benefit?

(Central Harrow, Belmont, Stanmore, South Harrow, Rayners Lane, Wealdstone, North Harrow, Pinner, Kenton, Edgware, other areas; **please specify**):

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9. Please estimate the percentage of users for this project/service you are seeking funding for, who are resident of/work in the London Borough of Harrow.

..... %

10. Is this a new Project/Activity/Service ? **Yes / No**

(If **No** complete 11a and 11b below, otherwise go to 12 below)

11a. Please list below the activities/services that your Organisation **currently** provides:

ACTIVITY/SERVICE/PROJECT	NO. OF USERS PER SESSION	DAY, TIME & FREQUENCY HELD	CHARGE TO USERS? YES/NO If YES, state amount

How many people use these activities/services overall?

11b. Please list below, any **changes or additional** activities/services that will be provided with the grant requested:

ACTIVITY/SERVICE/PROJECT	NO. OF USERS PER SESSION	DAY, TIME & FREQUENCY HELD	CHARGE TO USERS? YES/NO If YES, state amount

12. Please list below, the activities/services that will be provided with the grant requested:

ACTIVITY/SERVICE/PROJECT	NO. OF USERS PER SESSION	DAY, TIME & FREQUENCY HELD	CHARGE TO USERS? YES/NO If YES, state amount

13. Please give details of **all** staff/volunteers **connected** with the activities/project/service for which funding is requested:

Job Title Include Volunteers.	Is post currently funded or new/volunteer	Source of Funding in 2006/2007	Hours p.w.	Volunteer expenses If yes state total costs	Total Salary Inc. NI in 2006/2007

14. What are your intended outcomes? What do you aim to achieve by the end of the project? What changes will result from the project?

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How will you measure the outcomes? How will you know if the project is successful in achieving what it sets out to achieve?

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Who do you expect to benefit from the activities? Who are the main targets?
(You must keep records of numbers as well as equal opportunities data on beneficiaries for monitoring purposes).

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15. How will your Organisation define and measure quality over the period of the grant/project? What standards will you apply to the training and expertise of the management committee, staff and volunteers; to the way your services are provided; and to comments/complaints procedures? Are any of these backed by published guarantees of what users can expect?

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16. How will users be consulted and involved in the running or development of the service/activity?

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17. **PLEASE ENSURE A FULL SET OF INCOME AND EXPENDITURE BUDGET FOR THE ACTIVITY/SERVICE/PROJECT FOR THE YEAR GRANT AID IS EXPECTED IS ENCLOSED**

SECTION D: GENERAL AND FINANCIAL INFORMATION

1. Please indicate the number of volunteers you have:

2. How often does your management committee meet?

3. Total number of members on your management committee:

4. How many of your management committee members are:
 - a) Users of your project:

 - b) Members who belong to your Organisation:

 - c) Employees of the Organisation:

 - d) Harrow Council Members (please supply names below):

- e) Harrow Council Officers – in an official capacity
 (Please supply names below):

- f) Harrow Council Officers – in a personal capacity
 (Please supply names below):

5. What is the total annual income and expenditure for your Organisation? Please use figures from your most recent annual accounts or projected cash flow forecast (in respect of new/emerging organisations) if no annual accounts exist.

12 months covered by accounts or forecast from to

INCOME	AMOUNT (£)	EXPENDITURE	AMOUNT (£)
Government Grants		Salaries & Wages (including London Weighting & Employer NI)	
Local Authority Grants		Telephone & Fax	
Donations from businesses		Postage	
Donations from Trusts		Rent & Room Hire	
Fundraising		Printing & Stationery	
Rents, sales, charges		Gas/Electricity/Utilities	
National Lottery		Repairs & Maintenance	
All other sources (please specify):		Training & Education	
		Transport & Travel Expenses	
		Volunteers Expenses	
		Legal & Professional Fees	
		Equipment	
		Publicity	
		Other Costs (please specify)	
TOTAL INCOME		TOTAL EXPENDITURE	

6. Do you have a Reserves Policy? Yes No

If YES, please attach Policy.

If no what is the reason.....

Please give reason for the reserves:

.....

SECTION E: GRANTS & FUNDING RECEIVED 2006/2007

1. Please list all funding that you have received, or are expected to receive, during the current financial year (2006/2007).

NAME OF FUNDING BODY	AMOUNT RECEIVED (please state amount p.a.) £	NUMBER OF YEARS FUNDING PROVIDED	NUMBER OF YEARS LEFT TO RUN/EXPIRY DATE	PURPOSE OF FUNDING

SECTION F: ADDITIONAL INFORMATION:

Please give any other information that you feel may be relevant in support of your application.

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SECTION G:**BANK DETAILS**

<i>Grants to Voluntary Organisations 2007/08</i> <i>Applicant's Bank/Building Society Account details</i>	
Organisation's name:	
Address:	
Postcode:	
Contact name:	
Phone number:	
Fax:	
E-mail:	
Bank/Building Society Address:	
Name in which account is held:	
Sort code:	
Account number:	
Building Society Reference Number (if applicable):	
Main signatories (please supply full names and titles, i.e. John Smith, Treasurer):	
Date form completed:	

Please note, all grant applicants must supply these details with their application. They will be kept on file and, if successful, your grant will be paid directly into your organisation's bank/building society account. They will not be disclosed to any third parties or included in Council reports.

SECTION H: DOCUMENT CHECKLIST

You must enclose the following documents with your grant application (please tick boxes)

Constitution or governing document

Equal Opportunities Policy

Names and home addresses of management committee members

Full set of income and expenditure Budget for the service for the year grant aid is expected.

A full set of audited/certified accounts for the year ending 31st March 2006

Reserves Policy (if applicable).

Bank account details (please complete the form, appendix 1, enclosed with this application form).

SECTION I: DECLARATION

WE DECLARE THAT ALL INFORMATION GIVEN IN THIS APPLICATION ON BEHALF OF THE ORGANISATION IS CORRECT AND COMPLETE TO THE BEST OF OUR KNOWLEDGE, AND ACKNOWLEDGE THAT IF HARROW COUNCIL AGREES TO MAKE A GRANT, THIS WILL BE USED EXCLUSIVELY FOR THE PURPOSES DESCRIBED.

Two signatures are required on this application. One of them must be a trustee/management committee member.

PRINT NAME:	SIGNED:
POSITION IN ORGANISATION	DATE:

PRINT NAME:	SIGNED:
POSITION IN ORGANISATION	DATE:

PLEASE ENSURE YOU KEEP A COPY OF THIS FORM

Please return the completed form by no later than FRIDAY 29th SEPTEMBER 2006 to:

Grants Unit
Harrow Council
Business Development
Civic Centre (Civic 6)
Station Road
Harrow
Middlesex
HA1 2XF

Tel: 020 8424 1335/7625

Email: chalotte.clark@harrow.gov.uk or parveen.vasdev@harrow.gov.uk

PLEASE NOTE THAT LATE APPLICATIONS WILL NOT BE ACCEPTED UNDER ANY CIRCUMSTANCES

Grant Application Timetable

Activity	Date
Application packs available	Early July
Deadline for receipt of applications	29 September 2006
Response to organisations that do not meet the conditions advising them that they have not been successful and giving reasons	20 October 2006
Visits to new groups	Late October
Reports to Grants committee published	End of November
Briefings for groups and voluntary sector representative	Early December
Grants Panel Meeting	Xx December Not yet available
Deadline for appeals to be submitted	Within 28 days of the date of the letter advising of the GAP decision
Cabinet	18 January 2007
Appeal hearing	22 January 2007 meeting

Appendix 6

Communications Strategy for 2007-08 grant round

Publicising the timetable – 27 July 2006

Mail out to funded groups

Local press

Libraries

Civic Centre Reception

Community Premises

HAVS newsletter

Website – speak to Communications

Contact Centre telephone lines message

Availability of packs – 25 July 2006

By telephone, email, website

Packs at Community Premises

Voluntary Sector Workshop

Civic Centre – 2 August 2006

HAVS Workshop

Group session/workshop at HAVS - 10 August 2006.

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Meeting:	Grants Advisory Panel
Date:	6 th July 2006
Subject:	Grant Funding 2006/07 – Deferred Grants
Responsible Officer:	Director Financial & Business Strategy
Contact Officer:	Chander Vasdev 020 8420 9249
Portfolio Holder:	Business Development – David Ashton
Key Decision:	No
Status:	Part 1

Section 1: Summary

This report provides an update on the deferred grants to Voluntary Organisations from the last meeting on 8th March 2006.

Decision Required

Members are requested to consider the deferred grant application outlined in Appendix 2 and approve the recommendation in the attached individual report.

Reason for report

To finalise the allocation of funding to voluntary organisations in 2006/07.

Benefits

The funding requested will enable the Academy of Punjabi Heritage Group to continue delivering their services to their members and users, thereby improving the quality of life for the Punjabi community in Harrow, which at present is under-represented.

Cost of Proposals

The base Grants Budget (excluding Community Lettings) for 2006 is £1,163,694. The Panel on 8th March 2006 allocated £1,155,994 from 2006/07 budget (please see Appendix 1.

The amount available for allocation is £7,700

Risks

If approved for funding, the organisation may not be able to deliver their services to a standard outlined in their application.

Implications if recommendations rejected

None

Section 2: Report

2.1 Brief History

- 2.1.1 Grants Advisory Panel 8th March 2006 - The Panel decided to defer decision in respect of the application for the Punjabi Heritage Group, pending receipt of further information.
- 2.1.2 Cabinet 16th March 2006: Cabinet approved all the recommendations of the Grants Advisory Panel on Grants to Voluntary Organisations 2006/07.

2.2 Options considered

- 2.2.1 ACADEMY of PUNJABI HERITAGE GROUP: Consideration of this item was deferred pending receipt of further information from the organisation, i.e. a work programme and a budget for the activities it wishes to provide. An officer met with the chairperson of the organisation, however the information requested at this meeting has so far not been received.

2.3 Consultation

None

2.4 Financial Implications

- 2.4.1 This is a report of the Director of Financial & Business Strategy and deals with the financial matters throughout.

2.5 Legal Implications

No legal comment

2.6 Equalities Impact

- 2.6.1 The application aim to address through funding inequalities and disadvantage and to promote equality of opportunity and better community and race relations. The funding requested will assist the organisation to serve black and minority ethnic communities, children and young people, women, people with disabilities and the elderly.

2.7 Section 17 Crime and Disorder Act 1998 Considerations

No direct implications.

Section 3: Supporting Information/ Background Documents

APPENDIX 1

ACADEMY OF PUNJABI HERITAGE

Grant requested: £10,000

Grant recommended: Nil

Background

The organisation was set up in 1984 to provide counselling, interpreting, housing and immigration advice to their disadvantaged group in Harrow.

Grant request

The organisation is seeking a grant of £10,000 to be spent on providing a comprehensive service (unspecified). The organisation is also requesting office space at the Community Premises and a grant to cover the lettings for their Punjabi classes.

Officer comment

The organisation failed to provide a work programme, or a budget for the activities it wishes to provide. Under question B3 What activities will be delivered and where? It states: "We request for a space at the Community Premises at Northolt Road where we can also monitor and keep records."

Officers recommend that no funding be offered to this organisation in 2006/07, but be offered advice on work programmes, budget setting and project design and management. Finally, it should be noted that the organisation has unrestricted reserves of £3,000, which could be used for external training to supplement any advice to be offered freely by officers.

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Meeting:	Grants Advisory Panel
Date:	6 th July 2006
Subject:	Grant Funding 2006/07- Reserved Grants
Responsible Officer:	Director Financial & Business Strategy
Contact Officer:	Chander Vasdev 020 8420 9249
Portfolio Holder:	Business Development – David Ashton
Key Decision:	No
Status:	Part 1

Section 1: Summary

This report provides an update on the reserved grants to Voluntary Organisations from the last meeting on 8th March 2006.

Decision Required

Members are requested to consider the reserved grant applications outlined in this report and approve the recommendations.

Reason for report

To finalise the allocation of funding to voluntary organisations in 2006/07.

Benefits

The funding will enable the relevant organisations to continue delivering services to their members and users, thereby improving the quality of life for people in Harrow.

Cost of Proposals

The recommendations relating to the reserved grant applications from the 2006/07-budget amount to £13,885 which is already included in the total amount allocated by GAP on 8 March 2006.

Risks

The organisations approved for funding may not deliver all the services they promised in their grant applications, or the quality of their services may not be of high enough standard. Officers will address these risks through vigorous monitoring and support to groups in order to improve their capacity.

Implications if recommendations rejected

Should the recommendations be rejected it may affect the delivery and quality of the services outlined in their grant applications.

Section 2: Report

2.1 Brief History

2.1.1 Grants Advisory Panel 23rd January 2006 – The Panel decided to reserve grants for the following organisations:

- Harrow Mencap - £7,455;
- Kala Anjali Arts Circle - £1,500.

2.1.2 Cabinet 16th February 2006: Cabinet approved all the recommendations of the Grants Advisory Panel on Grants to Voluntary Organisations 2006/2007.

2.1.3 Furthermore, Grants Advisory Panel 8th March 2006 – The Panel decided to reserve grants for the following organisations:

- Flash Musicals - £3,430;
- Kids Can Achieve - £1,500.

2.1.2 Cabinet 16th March 2006: Cabinet approved all the recommendations of the Grants Advisory Panel on Grants to Voluntary Organisations 2006/07.

2.2 Options considered

2.2.1 **HARROW MENCAP:** The Panel agreed to reserve a grant of £7,455 pending the outcome of discussions with the Early Years, Childcare and Parenting Service in People First to explore other funding possibilities. Due to budget constraints, EYCPS is not able to provide any additional funding to Harrow Mencap but will work with them to develop a “Carer and Toddler Group” to support those parents with a young child with a disability. Therefore, it is recommended that the reserved amount of £7,455 be released.

2.2.2 **KALA ANJALI ARTS CIRCLE:** The Panel agreed to reserve a grant of £1,500 pending the outcome of the Organisation’s discussion with the Council’s Arts Unit regarding their proposals as outlined below:

- Agree method and plan as to setting quantitative outcomes and how these would be ensured;
- Look into the legacy of the Project;
- Financial plan for the future.

The Arts Unit has now met with the Organisation and has confirmed that all outstanding issues have now been resolved. Therefore it is recommended that the reserved amount of £1,500 be released.

2.2.3 FLASH MUSICALS: The Panel reserved the grant of £3,430 pending the outcome of discussions with Property and Development in Urban Living regarding the Organisation's accommodation. The Council agreed to hold the rent for 6 months to be reviewed end of June 2006, and will continue to hold further discussions with the Organisation. As this Organisation provides extremely worthwhile activities for young people and is endorsed by various Directorates and Members, the Panel may wish to release the reserved amount of £3,430 as a contribution to their building maintenance.

2.2.4 KIDS CAN ACHIEVE: The Panel agreed to reserve a grant of £1,500 pending the outcome of their application to Children in Need. The Organisation has been contacted, and they have confirmed that they will not know the outcome until August 2006. Officers will report on the outcome at the Panel meeting in September. Members are requested to defer this application to the next meeting.

2.3 Consultation

None

2.4 Financial Implications

2.4.1 This is a report of the Director of Financial and Business Strategy and deals with financial matters throughout.

2.5 Legal Implications

2.5.1 No legal comment.

2.6 Equalities Impact

2.6.1 The funding proposals contained in this report have significant implications for the whole of the voluntary sector in Harrow. The proposals aim to address through funding inequalities and disadvantage and to promote equality of opportunity and better community and race relations. The funding proposed will assist organisations serving Black and minority ethnic communities, young people, and people with disabilities and their carers.

2.7 Section 17 Crime and Disorder Act 1998 Considerations

No direct implications.

Section 3: Supporting Information/ Background Documents

Background papers - Available on request:

Directory of grant applications (circulated to Members prior to the Panel meetings on 23rd January 2006 and 8th March 2006, under Part 1 of the Agendas.

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Meeting:	Grants Advisory Panel
Date:	6 th July 2006
Subject:	Edward Harvist Trust Charity – Reserved Grants
Responsible Officer:	Director Financial & Business Strategy
Contact Officer:	Chander Vasdev 020 8420 9249
Portfolio Holder:	Business Development – David Ashton
Key Decision:	No
Status:	Part 1

Section 1: Summary

This report provides an update on the reserved grants resulting from the 4th round of applications to the Edward Harvist Trust fund from the last meeting on 8th March 2006.

Decision Required

Members are requested to consider the reserved EHT applications for funding and make decisions accordingly:

- To authorise officers to release the total reserved EHT amount of £8,670 in respect of:
 - Flash Musicals;
 - Harrow Bengalee Association;
 - Horn Community;
 - Ivanaaji Somali Disabled Association

Reason for report

To enable the organisations listed above to utilise the reserved amount of £8,670.

Benefits

The release of the reserved EHT amount of £8,670 will help the relevant organisations to enhance the services they provide to their users.

Cost of Proposals

None from this report, as the £8,670 recommended for release is already in the budget and reserved for the organisations listed above.

(It should be noted that the EHT allocations at the meeting on 8th March 2006 exceeded the amount in the budget by £375, however a further payment of £8,919.39 was received into the fund on 11th April 2006).

Risks

The organisations may not use the funding for the purposes outlined in their applications.

Implications if recommendations rejected

The organisations may not be able to deliver the services or projects that the funding is required for, if their applications are rejected.

Section 2: Report

2.1 Brief History

2.1.1 Grants Advisory Panel 8th March 2006 – The Panel considered 15 EHT applications and awarded £11,750 to 11 organisations and decided to reserve a total amount of £8,670 in respect of the following organisations:

- Flash Musicals - £2,000;
- Harrow Bengalee Association - £3,000;
- Horn Community - £2,170;
- Ivanaaji Somali Disabled Association - £1,500.

2.1.2 Cabinet 16th March 2006: Cabinet approved all the recommendations of the Grants Advisory Panel on distribution of the 4th and final round of EHT money in 2006/2007.

2.2 Options considered

2.2.1 FLASH MUSICALS: The Panel agreed to reserve the EHT grant of £2,000 pending the outcome of discussions with Property and Development in Urban Living regarding the Organisation's accommodation. The Council agreed to hold the rent for 6 months to be reviewed end of June 2006, and will continue to hold further discussions with the Organisation. As the

current rent agreement is a short-term arrangement with a further review in July 2006, the Panel may wish to release the reserved amount of £2,000 as a contribution to their building maintenance costs.

- 2.2.2 HARROW BENGALEE ASSOCIATION: The Panel agreed to reserve the EHT grant of £3,000 pending the outcome of discussions with People First, Service Commissioning Team to explore possible “one-off” funding. People First have now confirmed that whilst they support the services/activities set out in their application, they are unable to provide any funding due to financial constraints. It is recommended therefore, that this reserved amount of £3,000 be released.
- 2.2.3 HORN COMMUNITY: The Panel agreed to reserve the EHT grant of £2,170 in order for officers to seek further clarification regarding their request for funding. An officer has now met with the chairperson to discuss their application, and is satisfied that the amount of £2,170 is a justifiable contribution towards their overall running costs (i.e. Course tutor fees, volunteer expenses, etc.). Therefore, it is recommended that the reserved amount of £2,170 be released.
- 2.2.4 IVANAAJI SOMALI DISABLED ASSOCIATION: The Panel agreed to reserve the EHT grant of £1,500 in order for officers to seek further clarification regarding their request for funding. An officer has now met with a representative of the organisation, to ascertain the validity of their application. Records of volunteer expenses are kept, and it is confirmed that their computer equipment is in need of updating. Therefore, it is recommended that the reserved amount of £1,500 be released for this purpose.
- 2.2.5 The individual reports on the reserved EHT applications are attached as Appendix 1.

2.3 Consultation

None.

2.4 Financial Implications

- 2.4.1 This is a report of the Director of Financial and Business Strategy and deals with financial matters throughout.

2.5 Legal Implications

- 2.5.1 No legal comment

2.6 Equalities Impact

2.6.1 The applications aim to address through funding inequalities and disadvantage and to promote equality of opportunity and better community and race relations. The funding requested will assist organisations to serve black and minority ethnic communities, children and young people, women, people with disabilities and the elderly.

2.7 Section 17 Crime and Disorder Act 1998 Considerations

No direct implications.

Section 3: Supporting Information/ Background Documents

Appendix 1: Individual reports on the following reserved grant applications:

Flash Musicals;
Harrow Bengalee Association;
Horn Community;
Iwanaaji Somali Disabled Association

APPENDIX 1

Flash Musicals: Grant requested: £5,000

The grant requested is for ongoing maintenance of the Organisation's premises in Methuan Road, Edgware. Flash Musicals offers the local community opportunities for their young people to get looked after (nursery and after school club) and to experience and engage in the arts and sport. No reserves held.

Harrow Bengalee Association: Grant requested: £4,665

Current main grants funding 2005/2006: £1,500;

Main grants funding agreed 2006/2007: £2,675.

The grant requested from the EHT is to fund the following:

75% contribution towards a new project by employing a Community Development Officer for 10 hours a week: £5,980; stationery/other office expenses: £240;

Total: £6,220. Reserves held: £2,010.

Horn Community: Grant requested: £4,340

The grant requested is to fund the following:

Course tutor @ £20/hr x 96 hrs: £1,920; translation and material production: £900; publicity: £400; venue hire @£20/wk x 24 weeks; volunteers expenses: £240; public liability insurance: £400.

The aim of the organisation is to help Somali parents take a more active and confident role in the education of their children. Reserves held: £8,159.

Ivanaaji Somali Disabled Association of Harrow and Hillingdon: Grant requested £5,000

The organisation is currently in receipt of a grant of £1,000.

The grant requested from the EHT is to fund the following:

Computer, printer and fax: £1,400; volunteers' expenses; £1,200; Insurance Liability; £180; stationary: £150. No reserves held.

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Meeting:	Grants Advisory Panel
Date:	6 th July 2006
Subject:	Community Lettings
Responsible Officer:	Director of Financial and Business Strategy
Contact Officer:	Chander Vasdev
Portfolio Holder:	Business Development
Key Decision:	No
Status:	Part I

Section 1: Summary

Decision Required

That the Grants Advisory Panel:

1. Notes the difficulties that have been encountered with the community lettings system;
2. Agrees to delay the transfer of community lettings into the main grants system for the time being;
3. Agrees to revise the charging and payment policy for community lettings from 1 September 2006 to facilitate the transition to the grants system;
4. Agrees to apply the criteria for grants to education lettings from 1 September 2006 to facilitate the transition to the grants system.

Reason for report

To ensure a smooth transition for community lettings and minimise the adverse impact of changes on voluntary groups.

Benefits

1. The delay will give schools and managers of Council premises currently using the Central Lettings system, more time to put in place the necessary administrative systems and hire charges structure for handling applications for letting.
2. It will enable the Council to explain to community groups more fully the implications of the changes.
3. Community groups not qualifying under the new strategy will have more time to fundraise to pay for lettings, or find alternative premises.
4. It will give the Council more time to rationalise the existing reimbursement policy for schools and also gradually reduce the concession given to the organisations on the published rates.

Cost of Proposals

None arising from the proposals in this report.

Risks

Agreeing the recommendations does represent a risk of criticism from the voluntary sector for further delays and confusion.

Implications if recommendations rejected

Most community groups' applications will have to be scaled down and may be forced to suspend their activities. This may have implications for the Harrow Strategic Partnership and for the Council's relationship with the voluntary sector with a risk of adverse publicity.

Section 2: Report

2.1 Brief History

- 2.1.1 In October 2002 Cabinet decided that Community Lettings would be transferred to the Grants Advisory Panel as from 1st April 2004. The intention was to abolish the community lettings system and bring the support to the voluntary sector provided through this route into the main grants system.
- 2.1.2 Under the current lettings system, which is administered by staff at the Teacher's centre, voluntary organisations apply to use a room in a school or other council premises, the Council makes the necessary arrangements, and the council pays the school for direct costs such as electricity, pays the caretaker's overtime via the payroll, and then invoices the organisation for part of the cost.
- 2.1.3 This system has a number of disadvantages:
- It is very cumbersome from an administrative point of view and this year there have been major problems with the billing system, which increases the risk of bad debts.
 - There is no means of controlling the expenditure - organisations can apply at any time during the year and we never refuse! The budget has been consistently overspent in the last few years.
 - The extent of the support to the voluntary sector is not transparent.
- 2.1.4 In due course, the move to a grants based system will eliminate the problems above and should be cost neutral – the Council will give the voluntary organisations a grant towards the rent of the space (which equates to the current subsidy provided) and they will deal direct with the school or premises of their choice. The net cost to the Council and the voluntary groups should be unchanged.
- 2.1.5 Under the new system voluntary groups will be free to hire premises wherever they like in the borough - they won't be restricted to using schools or other council premises.
- 2.1.6 However, the implementation of the new system has been fraught with difficulties. In particular:
- Schools have been slow to set their charges and they have not applied concessions to their rates for voluntary groups. These concessions are required to ensure that the new system has the same financial impact on all parties as the old system;

- Some schools have commented that the current arrangement does not cover their costs and they would like to increase their charges accordingly;
- The grants criteria preclude any support for religious activities. There are some isolated cases where education lettings were provided for this purpose, and the Council has received a small number of complaints from religious groups about this aspect of the change to the system. It should be noted that the Council has consulted very widely on both the grants criteria and the changes to the education lettings system over the last year or so and did not receive objections to this aspect of the policy at the time;
- The process has been overly complex as applicants for grants have been asked to specify which premises they will be hiring and how much they cost.

2.1.7 Given the difficulties outlined above, there have been several delays to the implementation as summarised below:

- Cabinet 14.10.04- Agreed New Strategy for supporting the Voluntary sector in Harrow;
- Grants Advisory Panel 22.11.04 – Agreed to defer the implementation of the new policy on lettings until 1st September 2005;
- Grants Advisory Panel 28.05.05 – Agreed to defer the implementation of the new policy on lettings until 1st September 2006;
- Grants Advisory Panel 8.03.06 – Agreed to defer all Community Lettings Grant applications received to the meeting to be held on 6th July 2006 as most applications lacked financial information;

2.1.8 Recently it has become clear that these issues are still not resolved and it is recommended that the transition from concessionary lettings to grants is deferred to allow the Council to:

- Set a new scale of charges for community lettings and payments to schools with effect from 1 September 2006 which is much simpler and consistent;
- Gradually reduce the concession to voluntary groups and increase the payments to schools and other premises;
- Apply the main grants criteria to education lettings from 1 September 2006 (with the exception of groups who are already using premises for religious activities);

- Review the application process.
- 2.1.9 These measures will make the eventual transition to the grants system much easier for voluntary groups and schools.
- 2.1.10 The charges for rooms and halls will be reviewed and simplified.
- 2.1.11 The current payments to schools for utilities and other costs vary greatly. It is proposed that a new streamlined set of costs be implemented from 1 September 2006.
- 2.1.12 At the same time the concession given against the published hire charges for voluntary groups will be reduced from 85% to 70% on 1 September 2006, to 60% on 1 April 2007, and 50% on 30 September 2008.
- 2.1.13 The additional revenue from the increased charges will be used to make additional payments to schools and other premises to ensure they can cover their costs.
- 2.1.14 To further aid the transition the grants criteria will be applied to concessionary lettings from 1 September 2006. An exception will be made for groups who currently hire premises for religious activities. However, this will only be until 1 September 2008 to allow groups to make alternative arrangements but in the meantime they will be expected to meet the increases as detailed in 12 above.
- 2.1.15 Finally, the application process will be simplified so that when the transition is made organisations will use the normal grants process. They will not have to specify use of particular premises or provide detailed hire charges, instead they will set out the nature of their activities. If a grant is approved the group can make its own arrangements for hire of premises.

Preparation and applications

- 2.1.16 Throughout the last couple of years there has been considerable consultation and communication – nevertheless there still appears to be confusion amongst voluntary groups about the changes.
- 2.1.17 Officers had a number of meetings to prepare a process for handling applications for lettings by schools as well as dealing with grant applications in respect of lettings. Officers also carried out a survey of Harrow schools to establish whether schools:
- a) Currently arrange their own bookings;

- b) Charge their own rates;
- c) Would be prepared to operate a uniform rate, if one were to be recommended by the Council;
- d) Would be prepared to share booking/ lettings admin with one or more neighbouring schools.

2.1.18 About 20 schools responded to the survey. The results were mixed, but what became clear, was that schools needed more time to prepare. Equally, officers have had a number of telephone enquiries from community groups on how the new system will operate. Again, it seems that many groups, even though consulted during the review, are still unclear as to how the new system will work in practice.

2.1.19 In order to implement the new grant based scheme on 1st September 2006 applications were invited from the community groups with a closing date of 18th April 2006. Under the current scheme some 116 groups are hiring the premises but only 63 groups submitted their applications for the grant. The total amount requested for came to £332,437 against an estimated budget of £65,000.

2.2 Options Considered

2.2.1 Covered in 2.1 above.

2.3 Consultation

2.3.1 A letter was sent on 14th December 2004 to all hirers of education premises and to all Harrow schools informing them that the strategic review of grants has been agreed by Cabinet and that, in line with the transitional arrangements, the current lettings system will be extended to 1st September 2005, to enable schools, managers of community premises and community groups to prepare for the new Community Lettings policy.

2.3.2 The Manager of the Harrow Teachers' Centre wrote in December 2004 to the hirers of school / youth centre premises explaining the booking arrangements to cover the period to 31st August 2005 and enclosed the necessary booking forms to enable groups to book by the deadline of 31st January 2005.

2.3.3 A letter was sent to Harrow schools on 18th January 2005 for the survey mentioned at above. A further letter was sent to all Harrow schools and manger of youth centres on 13 February 2006.

- 2.3.4 Under the new strategy, a number of groups will no longer qualify for Council support. It is uncertain as to whether these groups are yet fully aware of the implications of the changes. The proposed delay will enable officers to identify and contact all groups to be affected.

Next Steps

- 2.3.5 Subject to the Grants Advisory Panel agreeing the recommendations set out in this report, officers will write to all current users of community lettings and grant applications explaining the decision and apologising for all the inconvenience.
- 2.3.6 Officers will also continue to work with schools to ensure a smooth transition.

2.4 Financial Implications

- 2.4.1 No direct financial implications as the changes proposed will be met from existing resources. Additional revenue from voluntary groups will be passed onto the schools or other premises to ensure they can cover their costs.

2.5 Legal Implications

- 2.5.1 No legal implications associated with this report.

2.6 Equalities Impact

- 2.6.1 Under the new policy on lettings a number of community groups, especially those carrying out religious activities, will not qualify for Council support. Some of the groups to be affected will be from Black and Minority Ethnic communities. The proposals in this report will give the groups affected more time to make alternative arrangements before the changes become effective. Conversely, the delay in introducing the new scheme may disadvantage new groups not currently using the provision, because of lack of funding.

2.7 Section 17 Crime and Disorder Act 1998 Considerations

- 2.7.1 The organisations that may be recommended for funding are expected to comply with all relevant legislation. They are expected to have Health & Safety policies and procedures, Child Protection policies (where applicable), procedures for the Protection of Vulnerable Adults (where applicable). Relevant organisations are expected to play an active role on relevant committees of the Safer Harrow Management Group. Some of

the organisations deal with crime prevention, crime and anti-social behaviour issues and ways to combat them.

Section 3: Supporting Information/ Background Documents

NONE



Meeting:	Grants Advisory Panel
Date:	6 July 2006
Subject:	Community Premises
Responsible Officer:	Director of Financial and Business Strategy
Contact Officer:	Chander Vasdev
Portfolio Holder:	Business Development - David Ashton
Key Decision:	No
Status:	Part I

Section 1: Summary

Decision Required

To note the plans to take forward the recommendations arising from the review of community premises.

Reason for report

To ensure that the review is implemented.

Benefits

Clarity about way forward on review of community premises.

Cost of Proposals

No direct costs at this stage but some recommendations do have resource implications.

Risks

None associated with noting the plan.

Implications if recommendations rejected

Failure to act on findings of review.

Section 2: Report

2.1 Brief History

During 2005-06 a sub group of the Grants Advisory Panel, chaired by Cllr Omar, carried out a review of the community premises.

The report produced by the review group was received by the Grants Advisory panel and considered by cabinet in March.

Cabinet resolved:

- (1) To note the submission and report made by the Chair of the Review of Community Premises;
- (2) that further analysis and research of the issues raised in the reports and recommendations be undertaken;
- (3) that technical feasibility studies and detailed analysis of financial implications be undertaken in order to prepare a business plan;
- (4) that there be full consultation with members of the voluntary and community sector prior to the finalisation of recommendations.

An extract from the cabinet minutes is attached at Appendix 1 for information.

As shown above, cabinet recommended further work before finalising and implementing the recommendations.

The recommendations from the review along with proposed actions are set out in Appendix 2.

The recommendations are quite complex and implementing them has considerable resource implications. The grants team is very small and has limited capacity to take on this extra work.

In summary:

- Some minor changes about information and management arrangements can be made relatively quickly;
- For the Community Trust, a lot more research needs to be carried out;
- For physical works and ICT, there is a need to carry out a feasibility study and identify capital resources before the work can be done.

2.3 Consultation

Further consultation will be carried out with voluntary groups as the project progresses.

2.4 Financial Implications

None at this stage. Once the recommendations of the review have been explored further the financial implications will be clarified. There is no budget set aside for implementing the review.

2.5 Legal Implications

There are no legal implications at this stage.

2.6 Equalities Impact

The community premises are an important resource for the voluntary sector in Harrow.

2.7 Section 17 Crime and Disorder Act 1998 Considerations

No direct implications.

Section 3: Supporting Information/Background Documents

Background Documents: None.

Excerpts from March 16 2006 Meeting of Cabinet relating to the Grants Advisory Panel

948. **Urgent item - Review of Community Premises:**

Members received a report from the Director of Financial and Business Strategy in relation to a recommendation made by the Grants Advisory Panel at their meeting on 8 March 2006.

A Member expressed concern that the officer report considered by the Grants Advisory Panel was not before Cabinet for consideration.

The Portfolio Holder for Communications, Partnership and Human Resources moved an amendment and it was

RESOLVED: (1) To note the submission and report made by the Chair of the Review of Community Premises;

(2) that further analysis and research of the issues raised in the reports and recommendations be undertaken;

(3) that technical feasibility studies and detailed analysis of financial implications be undertaken in order to prepare a business plan;

(4) that there be full consultation with members of the voluntary and community sector prior to the finalisation of recommendations.

Reason for Decision: To take the Review forward.

[Councillors D Ashton and C Mote wished to be recorded as having abstained from voting on this item as the officer report considered by the Grants Advisory Panel had not been available at the meeting].

No.	Recommendation	Responsible officer	Action plan	Timescale	Resource implications
1A	<p>Develop Community Space</p> <p>Set up a Community Trust to manage and develop provision guided by the O-Regen Model in Waltham Forest and the Selby Trust Model in Haringey. Develop a Harrow Model which will take account of our demographics and history and take lessons from the private sector.</p>	Chander Vasdev	Further research required.	tbc	Considerable staff time required.
1B	<p>Streamline information on premises – improve on the information sheet available on the Harrow Website and provide a comprehensive directory of premises available in Harrow. This could be linked with the aim of putting Harrow on the map.</p>	Chander Vasdev / Community Premises Manager (CPM)	<ul style="list-style-type: none"> • Improve information sheet on website • Pull together information for Directory 	Information sheet can be done by 30 September 06 Directory by 31 March 07	Depends on how much information is readily available on premises, could involve considerable officer time
1C	<p>Raise funds with Harrow Council providing leadership, Community & Voluntary Sector taking responsibility, through a mechanism such as a Community Trust, funds could be raised through bids and community fund raising events. The latter would help develop a sense of ownership.</p>		This is subject to establishment of a community trust. Further research required.	Not known	Not known

No.	Recommendation	Responsible officer	Action plan	Timescale	Resource implications
2	<p>Scrap current criteria based on hours of use – Criteria of 4 hours for casual use, 20 hours for shared desk and 40 hours for an individual office is not useful in measuring actual use or need of groups. At the very least, groups who need a desk should be given a desk and a filing cabinet and should be allowed to install a telephone line if they wish. To avoid clutter and provide an inspiring work environment, modern storage options should be explored and groups should be encouraged to minimise use of paper in the interests of space and the environment.</p> <p>Improve Information Management – We have concerns about the recording of information on users of Community Premises and recommend that it should be addressed as a matter of urgency.</p>	Chander Vasdev / CPM	<p>Hours of use</p> <ul style="list-style-type: none"> • Publish new criteria • Consult current occupants • Implement new system <p>Modern storage options</p> <ul style="list-style-type: none"> • Assess feasibility and costs 	<p>Implement new system from January 07</p> <p>Storage subject to identifying capital budget for works.</p>	<p>Changes to the criteria for hours of use will require staff time.</p> <p>Storage options may involve capital expenditure – not quantifiable at this stage.</p>
3	<p>Improve Information Management – We have concerns about the recording of information on users of Community Premises and recommend that it should be addressed as a matter of urgency.</p>	Chander Vasdev / CPM	Set up new recording and monitoring system.	Implement new system by the 30 th September 06	Staff time

No.	Recommendation	Responsible officer	Action plan	Timescale	Resource implications
4A	<p>Improve the Quality of work environment</p> <p>Different use of space available</p> <p>1) Open Plan rather than Individual office: Debating the merits and disadvantages of cellular and open plan offices is guaranteed to inflame passions in many organisations. Although individual offices allow for a high level of concentration and privacy, open plan environments are more flexible in coping with changing demand, supporting better communications and team working. The disadvantage is that they can be more distracting to work in. The advantage is that it will allow the networking that most groups have claimed to value, minimise the waste of space i.e space which is claimed but not used and allow those in cramped offices to spread out when needed to accommodate volunteers and work patterns. Protocols will need to be developed with the sector to avoid friction and conflict.</p>	Chander Vasdev	<ul style="list-style-type: none"> • Assess feasibility and cost for open plan layout, larger meeting space and internet cafe • Carry out further consultation with occupants • Protocol for working in open plan 	<ul style="list-style-type: none"> • Subject to capital resources being identified 	<p>Capital expenditure not quantified at this stage.</p> <p>Project management also required.</p>

No.	Recommendation	Responsible officer	Action plan	Timescale	Resource implications
4A	<p>Improve the Quality of work environment</p> <p>2) Larger Meeting Space Current Meeting room can be made larger by incorporating the 2 interview rooms. New interview rooms can be provided as shown in Appendix 3</p> <p>3) Resource Room – enlarge the IT room and use as an Internet Café to provide additional resources for Community Premises so that groups are able to work effectively and develop as sustainable organisations</p>	Chander Vasdev	See above	See above	See above
4B	<p>Enable use of Information Technology – IT promotes new ways of working and enables small emerging organisations to work in very cost effective ways. In the 21st century, using IT to work should be seen as an Invest to Save approach for supporting the community and voluntary sector. Negotiating broadband for the premises and enabling every organisation to be IT enabled would be a really positive way forward.</p>	Chander Vasdev / CPM	<ul style="list-style-type: none"> Asses feasibility of IT enhancements 	<ul style="list-style-type: none"> Subject to capital resources being identified 	<p>Capital expenditure not quantified at this stage.</p> <p>Project management also required.</p>

No.	Recommendation	Responsible officer	Action plan	Timescale	Resource implications
4C	<p>Join up working with Harrow Council and other HSP members</p> <ul style="list-style-type: none"> - Steps should be taken to implement the IT project CASEWORKS which enables the recording and tracking of hate crime across the borough, extend access to the Council Website to users at Community Premises and generally enable voluntary and community groups to go online. 	Chander Vasdev	<ul style="list-style-type: none"> • Reporting of Hate Crime – Council is launching new 3rd party reporting system • Assess feasibility of providing access to website 	<ul style="list-style-type: none"> • Website access is subject to capital resources being identified 	<p>Capital expenditure not quantified at this stage.</p> <p>Project management also required.</p>
4D	<p>A new egalitarianism – All groups should be treated EQUALLY regardless of previous use. The idea that we value every community should start to permeate the system and show that Harrow Council is a forward-thinking organisation willing to support the development of all groups serving communities. The idea is to provide the facilities to get the job done, rather than artificial status. We also need to address the current reality about access: You need to occupy the premises to be given permission to use the premises. This “catch-22” means that new and emerging organisations have to navigate a situation which does not promote their sustainable development. It also fuels the perception that some other groups can again access easily while others cannot.</p>	Chander Vasdev	<ul style="list-style-type: none"> • Develop ideas for improving access to the premises • Produce new policy 	Publish policy by January 07	Staff time

No.	Recommendation	Responsible officer	Action plan	Timescale	Resource implications
4E	<p>Extend the service – Provide Community Premises as a resource for more groups in the community. In an era of community cohesion, hand-picking organisations to support needs justification. In terms of Value for Money, the Council would benefit from an approach with supports community development by supporting grass-roots initiatives which are, more often than not, based on the needs in the community. Mainstreaming Community Premises and exploring models of operation to improve the quality of provision and its sustainability is the way forward.</p>	-	<ul style="list-style-type: none"> • Council does not have the resources to extend this service at present 	None at this stage	
4F	<p>Better Support Services – Re-evaluate and provide better on-site support. Join-up the provision of advice, training and capacity building and offer it at times that suit groups and take real account of their needs. It was clear during the interviews that many groups were unaware of the services available from infrastructure organisations such as HAVS and HaRF.</p>	CPM	<ul style="list-style-type: none"> • Get information pack together on resources available 	<ul style="list-style-type: none"> • Publish pack by 30 September 2006 	Staff time

No.	Recommendation	Responsible officer	Action plan	Timescale	Resource implications
4G	<p>Promote Sharing positively: almost as emotive as the open-plan office is the “hot-desk”, the idea being that, in an ICT-based working environment, all desks are equal. The number of desks required is equal to the maximum number of staff likely to be in at one time, goes hand-in-hand with flexible working arrangements and enables people to work in a wide range of locations. A good scheme will involve all types of organisations and invest some of the space benefits of “hot-desking” in improving the shared facilities – meeting rooms, resource centres, kitchen etc.</p>	-	<ul style="list-style-type: none"> Subject to moving to open plan environment. 	None at this stage	
5	<p>Introduce Charging after free rent period – Charges should be made after 3 years occupancy and groups should be encouraged to write in a portion for overhead costs when bidding for external funding for projects. This would support the development of sustainable organisations.</p>	Chander Vasdev	<ul style="list-style-type: none"> Draw up charging policy Further consultation 	Implement changes from 1 st April 07	Would generate income. Not quantified at this stage.

No.	Recommendation	Responsible officer	Action plan	Timescale	Resource implications
6	<p>Analysis of Grants Advisory Panel decisions – To promote trust in the transparency of our grants decisions – we need to perhaps provide an analysis by ethnicity, sector (women, environment, children, elderly, health, disability etc) so that we get away from the arguments and perception (in every community) that they are at a disadvantage and their needs are not being met. It would also help the Council (officers and councillors) to look a little more closely at decisions because it will be analysed and scrutinised.</p>	Chander Vasdev	Review monitoring information available at present to see if this facilitates analysis required. If not, amend application form.	Produce data for 07-08 grants.	Staff time
7	<p>Compare Harrow Grants Budget with other Boroughs – to help set in context Harrow's support to the Community and Voluntary Sector, a comparison with other boroughs would be useful.</p>	Chander Vasdev	Produce analysis for grants November Panel.	30 November	Staff time
8	<p>Improve Support to Users at Community Premises – Closer link with the umbrella or larger organisations (HAVS, HCRE, CAB, Women's Centre) which receive relatively high levels of funding from Harrow Council. Their Service Level Agreements need to reflect the work needed in Harrow.</p>	CPM	See 4F above	See 4F above	See 4F above



Meeting: Grants Advisory Panel
Date: 6th July 2006
Subject: ALG Future Commissioning Priorities
Responsible Officer: Director of Financial & Business Strategy
Contact Officer: Chander Vasdev 020 8420 9249
Portfolio Holder: Business Development – David Ashton
Key Decision: No
Status: Part 1

Section 1: Summary

The report provides a brief summary of the ALG consultation paper titled “Better Services for Londoners”.

Decision Required

No decision required. The Panel is asked to note the ALG Future Commissioning Priorities.

Reason for report

To brief Members of the Panel on the proposed changes to the Future ALG Commissioning Priorities.

Benefits

By being aware of the proposed changes, Members will be in a better position to advise local groups on ALG funding opportunities.

Cost of Proposals

None arising from this report.
Harrow Council currently contributes £756k per annum to the ALG Grant fund.

Risks

Historically, benefits to Harrow based groups from ALG scheme has been less than the sum paid in (for 2004/05, £546k compared with £716k) inner London Boroughs have generally benefited more.

Implications if recommendations rejected

Not applicable

Section 2: Report

2.1 Brief History

2.1.1 Following recommendations made earlier this year by an independently-chaired Grants Review Board, London Council Leaders decided that changes should be made to the way ALG grants are distributed. It was decided that from 2007/08, instead of groups bidding for funding, the ALG would commission voluntary organisations to deliver services that Londoners want. It was further decided to undertake a consultation process with all interested parties to determine the future priorities for the grant scheme's funding.

2.2 Summary of the Consultation Paper

2.2.1 Grants Scheme Purpose: The ALG Leaders' Committee agreed the overall purpose of the ALG's grants scheme in September 2005:

"To enable the independent voluntary and community sector to play a key role, in partnership with the private and public sectors, in maintaining London as a world city and delivering high quality, value-for-money services that meet the needs of London. In particular to support organisations that increase access to London's opportunities; and/or reduce social exclusion, poverty and disadvantage; and/or promote equality and reduce discrimination."

2.2.2 Grants scheme principles (agreed in September 2005):

- To meet identified strategic needs by funding pan-London services or London-wide patterns of provision;

- Identified needs must affect the majority of Londoners or are of strategic importance;
- Support sub-regional services that form part of a strategic or pan-London pattern of provision;
- Pan-London services should reflect collaborative unified approaches;
- To promote the most efficient distribution and use of resources in London.

2.2.3 Future priority areas:

- Increased access to London's opportunities;
- Reduce social exclusion, poverty and disadvantage;
- Promote equality and reduce discrimination.

2.2.4 The ALG consultation paper lists a number of questions relating to the three priority areas, which can be summarised as follows:

- Increased engagement in employment, education and cultural activities;
- Improved knowledge and skills;
- Improve health and well-being;
- Improved public services;
- Increased confidence, self-esteem and motivation;
- Reduced social exclusion;
- Improved physical environment;
- Reduced violence and abuse;
- Increased access to health and welfare services;
- Improved community well-being.

The consultation paper suggests a number of services for all the above priority areas.

2.2.5 In response to a consultation exercise conducted by ALG in 2005, Harrow Council confirmed its supports for the move towards commissioning provided this is done in an open and transparent way and that, where appropriate, a number of suitable organisations are invited to submit proposals to meet the identified needs. The response was prepared in consultation with Grants Advisory Panel members and relevant portfolio holders. The response incorporated some of the views expressed by the West London Alliance.

2.2.6 The Council's response to the review was presented in a report to GAP on 28 June 2005.

2.3 Consultation

2.3.1 The consultation paper was sent for comment to HAVS and to the Voluntary Sector Advisor, but neither had any adverse comments.

2.4 Financial Implications

2.4.1 There are no financial implications associated with this report.

2.5 Legal Implications

2.5.1 The ALG appears to rely on the power to issue a levy under Section 74 of the Local Government Act 1988. Detailed regulations about when the levies are to be issued, the maximum amount of certain levies, the interest thereon are contained in The Levying Bodies (General) Regulations SI 1992/2903 (as amended). The regulations also include provisions about the method of apportionment where the ALG is requesting a levy from more than one authority.

2.6 Equalities Impact

2.6.1 Part of the grants scheme's purpose is to reduce social exclusion, poverty and disadvantage and/or promote equality and reduce discrimination.

2.7 Section 17 Crime and Disorder Act 1998 Considerations

2.7.1 Not applicable

Section 3: Supporting Information/ Background Documents

ALG Consultation Paper

BETTER SERVICES FOR LONDONERS



Future commissioning priorities of the ALG's Grant Scheme:
a consultation paper

Foreword



The Association of London Government has played a major part in the funding of the capital's voluntary sector since we took on the job from the former London Boroughs Grants organisation five years ago. We are proud of the part we have played in helping to fund more than 400 voluntary groups in various parts of London.

In our continual efforts to improve and to deliver the best possible services, we set up a special review board, under an independent chair, to look at all aspects of the scheme. The Board made some important recommendations about how it could be improved, and after consultation with the voluntary sector, the main thrust of the recommendations was welcomed by London's borough leaders in September.

One of the most important of these recommendations was a move from a bidding process to a commissioning base. In other words, instead of groups asking us for funding to help them deliver whatever happens to be their speciality service, we decide on priorities and the services that should be funded, and then look for the groups best able to deliver them. Such a change can only be implemented after full discussion with all interested parties, and this document signals the start of that process.

I want to be clear that we have no preconceived ideas about this. The suggestions included in this document are there to stimulate debate. We want people's views on whether these are the right priorities, and if not, what our priorities should be.

I hope that all those involved in London's thriving and diverse voluntary sector take the opportunity to tell us what they think. We want to get it right so that Londoners throughout the capital get an even better service.

Sir Robin Wales
Chair, Association of London Government

Introduction

The Association of London Government distributes some £28 million a year to more than 400 voluntary groups, on behalf of the 33 London councils. Following recommendations made earlier this year by an independently-chaired Grants Review Board, London council leaders decided that changes should be made to the way this money is distributed.

From 2007/08, instead of groups bidding for funding, the ALG will commission voluntary organisations to deliver the services that Londoners need and want. To ensure that the new method results in better services right across the capital, it is essential that the priorities are agreed and clearly set out before the changes are implemented.

This document aims to gather the views of key stakeholders about the future priorities for the grant scheme's funding. It signals the start of a comprehensive consultation process that will run until March 2006, and will include a series of open meetings across London. The ALG will also hold specific meetings with a range of key stakeholders, including members and officers from London boroughs, representatives of the voluntary and community sector, the Mayor of London, and other funding organisations.

Context

An independently chaired Grants Review Board produced the Funding for the Future report in January 2005, which set out recommendations for the way the ALG's grant scheme should be managed and delivered after the end of the ALG's current cycle of grants in March 2007.

The ALG consulted on the recommendations set out in the report and the ALG's Leaders' Committee agreed to implement the recommendations at its meeting in September 2005, with some revisions to take account of consultation responses. This consultation document aims to start a discussion about what the ALG's grants scheme should fund.

Grants scheme purpose

The ALG Leaders' Committee agreed the overall purpose of the ALG's grants scheme in September 2005:

To enable the independent voluntary and community sector to play a key role, in partnership with the private and public sectors, in maintaining London as a world city and delivering high quality, value-for-money services that meet the needs of London. In particular to support organisations that increase access to London's opportunities; and/or reduce social exclusion, poverty and disadvantage; and/or promote equality and reduce discrimination.

Grants scheme principles

In September 2005, the ALG's Leaders' Committee also agreed the principles of the ALG's grants scheme that underpin the grant scheme purpose:

- ◆ To meet identified strategic needs by funding pan-London services or London-wide patterns of provision
 - ◆ Identified needs must affect the majority of Londoners or are of strategic importance
 - ◆ Support sub-regional services that form part of a strategic or pan-London pattern of provision
 - ◆ Pan-London services should reflect collaborative unified approaches
 - ◆ To promote the most efficient distribution and use of resources in London
- The ALG's future priorities must deliver the grants scheme purpose and principles.*

Future priority areas

The ALG has put forward outcome areas that it considers strongly support the delivery of the three funding themes in the grants scheme purpose (increase access to London's opportunities; and/or reduce social exclusion, poverty and disadvantage; and/or promote equality and reduce discrimination). The diagram on the next page relates top level outcome areas to the three funding themes in the grants scheme purpose.

Increased access to London's opportunities

- Increased engagement in employment, education and cultural activities
- Improved knowledge and skills
- Improved health and well-being
- Improved public services

Reduce social exclusion, poverty and disadvantage

- Increased confidence, self-esteem and motivation
- Reduced social exclusion
- Improved physical environment

Promote equality and reduce discrimination

- Reduced violence and abuse
- Increased access to health and welfare services
- Improved community well-being

The following pages show services that we suggest would contribute to delivering the top level outcome areas. While some of these deliver more than one of the proposed top level outcome areas, for the purposes of the consultation paper the currently funded services have been grouped under the main outcome they relate to.

Consultation Question: Do you consider that we have identified top level outcome areas that increase access to London's opportunities; and/or reduce social exclusion, poverty and disadvantage; and/or promote equality and reduce discrimination?

Consultation Question: Which of the top level outcome areas that we have identified do you consider to be the highest priorities? Do you have access to evidence to support prioritisation?

The ALG is strongly committed to providing services that meet the needs of all Londoners. We welcome views from all with an interest in our grants programme. We strongly encourage organisations and individuals to put forward ideas for how the outcome areas relate to the needs of socially excluded or disadvantaged groups.

Increase access to London's opportunities:

Increased engagement in employment, education and cultural activities

We have provided examples of the kind of services we could fund under this outcome area.

Consultation Question: Do you consider that we have identified services that will deliver 'Improved engagement in employment, education and cultural activities'?

Consultation Question: Are there additional services that you believe could better deliver 'Improved engagement in employment, education and cultural activities'?

Consultation Question: What do you consider are the priority services for funding?

We welcome any evidence of need that you can provide to help us prioritise the services that we should fund.

Suggested services:

- ◆ Advice provision for black and minority ethnic (BME), refugee and migrant communities
- ◆ Educational activities to help children and young people achieve more
- ◆ Improve access to employment opportunities for BME communities, homeless people, people at risk of becoming homeless, refugees and young people
- ◆ Increase visits to attractions and destinations in outer London
- ◆ Promote access and participation in building based cultural activities for BME Communities, disabled people, young people, older people and refugees
- ◆ Promote access and participation in sport activities among BME Communities, disabled people, young people and refugees
- ◆ Promote access and participation in tourism for BME Communities; disabled people, young people, older people and refugees
- ◆ Promote access and participation in carnival activities
- ◆ Promote training, guidance and educational activities for young homeless people
- ◆ Provide access to and participation in touring cultural activities for BME communities, disabled people, homeless people, young people, older people and refugees
- ◆ Support community sports across London linked to the London Olympics
- ◆ Support volunteer programmes for the London Olympics
- ◆ Training to enable people from under-represented groups to work in childcare
- ◆ Training for women to improve access to traditionally male-dominated employment areas
- ◆ Work with offenders, young offenders and young people at risk of offending

Increase access to London's opportunities:

Improved knowledge and skills

We have provided examples of the kind of services we could fund under this outcome area.

Consultation Question: Do you consider that we have identified services that will deliver 'Improved knowledge and skills'?

Consultation Question: Are there additional services that you believe could better deliver 'Improved knowledge and skills'?

Consultation Question: What do you consider are the priority services for funding?

We welcome any evidence of need that you can provide to help us prioritise the services that we should fund.

Suggested services:

- ◆ Community participation and active citizenship initiatives disseminating knowledge of the decision-making processes in the public sector
- ◆ Educational activities to promote conservation, sustainable living, outdoor activities and use of green spaces particularly for young people
- ◆ Improve parenting skills for families in crisis
- ◆ Improve the knowledge and skills of homeless people to access housing advice and services to move towards securing permanent accommodation
- ◆ Promote access to advice raising clients' knowledge of their entitlements and the way public services operate
- ◆ Promote action to improve air quality and reduce levels of pollution (including noise)
- ◆ Promote better health for women, particularly disadvantaged women and women from BME communities
- ◆ Promote more sustainable forms of transport
- ◆ Provide advocacy services to improve knowledge of health and social care provision in London for people with learning disabilities, carers and people with mental health problems
- ◆ Support people to use energy more efficiently, to use renewable materials and recycle waste, and to make green purchasing choices

Increase access to London's opportunities:

Improved health and well-being

We have provided examples of the kind of services we could fund under this outcome area.

Consultation Question: Do you consider that we have identified services that will deliver 'Improved health and well-being'?

Consultation Question: Are there additional services that you believe could better deliver 'Improved health and well-being'?

Consultation Question: What do you consider are the priority services for funding?

We welcome any evidence of need that you can provide to help us prioritise the services that we should fund.

Suggested services:

- ◆ Advice services for black and minority ethnic, refugee and migrant communities facilitating better access to public services
- ◆ Advice services for vulnerable young people to reduce homelessness, crime or substance misuse
- ◆ Counselling services or advice for women affected by domestic violence or rape and sexual abuse
- ◆ Ensure people living with or affected by HIV/AIDS (particularly African communities) are accessing appropriate health services
- ◆ Improve mental health of minority groups in London through counselling, psychotherapy services and advocacy/self-advocacy
- ◆ Provide advice, counselling and therapeutic services to people who misuse alcohol and drugs
- ◆ Provide support and advice for victims of crime including victims of racist and homophobic crime
- ◆ Provide support to children and young people who are bullied, and work to reduce bullying
- ◆ Reduce the fear of crime for women affected by violence

Increase access to London's opportunities:

Improved public services

We have provided examples of the kind of services we could fund under this outcome area.

Consultation Question: Do you consider that we have identified services that will deliver 'Improved public services'?

Consultation Question: Are there additional services that you believe could better deliver 'Improved public services'?

Consultation Question: What do you consider are the priority services for funding?

We welcome any evidence of need that you can provide to help us prioritise the services that we should fund.

Suggested services:

- ◆ Advice services challenging unlawful, unreasonable and procedurally improper decisions of public service providers
- ◆ Advice services working in partnership with local authorities, primary care trusts and other providers of public services to ensure that the needs of marginalised client groups are addressed
- ◆ Campaign and provide information about childcare
- ◆ Influence decisions on housing advice and homelessness prevention and crisis intervention
- ◆ Promote accessible transport for disabled people and older people
- ◆ Promote the needs of disadvantaged groups to policy-makers and service providers
- ◆ Support the voluntary sector to engage with schools to work with socially excluded groups
- ◆ Young people's advice services improving access to public services

Reduce social exclusion, poverty and disadvantage:

Increased confidence, self-esteem and motivation

We have provided examples of the kind of services we could fund under this outcome area.

Consultation Question: Do you consider that we have identified services that will deliver 'Increased confidence, self-esteem and motivation'?

Consultation Question: Are there additional services that you believe could better deliver 'Increased confidence, self-esteem and motivation'?

Consultation Question: What do you consider are the priority services for funding?

We welcome any evidence of need that you can provide to help us prioritise the services that we should fund.

Suggested services:

- ◆ Counselling for children and young people who have behavioural difficulties
- ◆ Counselling for children and young people who have been abused
- ◆ Support marginalised groups to understand and access their rights and entitlements
- ◆ Work with ex-offenders and ex-prisoners who are homeless on release

Reduce social exclusion, poverty and disadvantage:

Reduced social exclusion

We have provided examples of the kind of services we could fund under this outcome area.

Consultation Question: Do you consider that we have identified services that will deliver 'Reduced social exclusion'?

Consultation Question: Are there additional services that you believe could better deliver 'Reduced social exclusion'?

Consultation Question: What do you consider are the priority services for funding?

We welcome any evidence of need that you can provide to help us prioritise the services that we should fund.

Suggested services:

- ◆ Access to drop-in sessions in day centres for homeless people and families
- ◆ Advice services working to promote financial inclusion
- ◆ Challenge discriminatory practices and abuse of the rights enshrined in the Human Rights Act and other equalities legislation
- ◆ Enforce the rights and entitlements of socially excluded communities increasing access to services and opportunities
- ◆ Facilitate better access to education and out of school activities for young carers
- ◆ Social activities for adopted children, young people and their families
- ◆ Social activities for disabled children and their families
- ◆ Social activities for socially excluded women
- ◆ Promote outreach services and resettlement activities to homeless people, in particular rough sleepers and single homeless people
- ◆ Support children affected by domestic violence or abuse

Reduce social exclusion, poverty and disadvantage:

Improved physical environment

We have provided examples of the kind of services we could fund under this outcome area.

Consultation Question: Do you consider that we have identified services that will deliver 'Improved physical environment'?

Consultation Question: Are there additional services that you believe could better deliver 'Improved physical environment'?

Consultation Question: What do you consider are the priority services for funding?

We welcome any evidence of need that you can provide to help us prioritise the services that we should fund.

Suggested services:

- ◆ Activities to increase local community participation in conservation in public spaces including parks, commons, rivers, allotments and other green spaces
- ◆ Environment activities to encourage more public involvement in creating a better street environment in London
- ◆ Provide advice, information and advocacy around the planning system
- ◆ Work to bring about reduced levels of anti-social behaviour, and reducing vandalism, graffiti, and gang activities

Promote equality and reduce discrimination:

Reduced violence and abuse

We have provided examples of the kind of services we could fund under this outcome area.

Consultation Question: Do you consider that we have identified services that will deliver 'Reduced violence and abuse'?

Consultation Question: Are there additional services that you believe could better deliver 'Reduced violence and abuse'?

Consultation Question: What do you consider are the priority services for funding?

We welcome any evidence of need that you can provide to help us prioritise the services that we should fund.

Suggested services:

- ◆ Access to services for children in women's refuges
- ◆ Accommodation for women and children fleeing domestic violence
- ◆ Provide advocacy services for women affected by domestic violence
- ◆ Reduce the levels of domestic violence, rape, and racist and homophobic crime
- ◆ Work with offenders, young offenders and young people at risk of committing violent crime
- ◆ Reduce the impact of domestic violence, rape and racist and homophobic crime through support for victims/survivors

Promote equality and reduce discrimination:

Increased access to health and welfare services

We have provided examples of the kind of services we could fund under this outcome area.

Consultation Question: Do you consider that we have identified services that will deliver 'Increased access to health and welfare services'?

Consultation Question: Are there additional services that you believe could better deliver 'Increased access to health and welfare services'?

Consultation Question: What do you consider are the priority services for funding?

We welcome any evidence of need that you can provide to help us prioritise the services that we should fund.

Suggested services:

- ◆ Information/outreach on childcare and pre-school education to disadvantaged groups
- ◆ Promote awareness of health issues for particular groups such as people living with, or affected by HIV/AIDS, mental health problems, people with learning difficulties and carers for people with learning difficulties
- ◆ Promote initiatives that provide specialist health and social care services for people with multiple and/or complex needs
- ◆ Support schemes that provide easy access to health and social care services for people to make informed choices about their welfare

Promote equality and reduce discrimination:

Improved community well-being

We have provided examples of the kind of services we could fund under this outcome area.

Consultation Question: Do you consider that we have identified services that will deliver 'Improved community well-being'?

Consultation Question: Are there additional services that you believe could better deliver 'Improved community well-being'?

Consultation Question: What do you consider are the priority services for funding?

We welcome any evidence of need that you can provide to help us prioritise the services that we should fund.

Suggested services:

- ◆ Promote community safety through preventive and innovative approaches
- ◆ Promote community participation and active citizenship
- ◆ Promote road safety in street design (especially in areas of deprivation/high incidence of road accidents)
- ◆ Work to reduce re-offending and reduce levels of crime and the fear of crime
- ◆ Promote community cohesion

Next steps

The ALG welcomes views and evidence of need from all with an interest in the future of our funding. Please send your submissions to:

'ALG's future funding priorities'
Association of London Government,
59½ Southwark Street,
London
SE1 0AL

or e-mail:
future.priorities@alg.gov.uk

The closing date for submissions is Friday 17 March 2006

Please register with our e-mail alert service which will keep you informed about news about our grants programme at www.alg.gov.uk/emallalert



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