

# Review of Council support to the Voluntary and Community Sector (VCS) through Grants, Community Lettings and Community Premises

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"The Council is reviewing the way it provides support to the voluntary sector in line with the objectives of Harrow's Third Sector Strategy, in particular:

## Enable Participation

Increase opportunities for Third Sector involvement in the design and delivery of public services through a more transparent commissioning process: and improving the management and administration of grant funding.

We are now seeking your views on how the Council (with other partners) might deliver grant funding and other support to the Voluntary and Community Sector (VCS) in the future.

The consultation is taking place between 1st December 2010 and 28th January 2011 and seeks your views on Voluntary & Community Grants, Community Lettings (the bookings service provided by the Council to rent school premises for activities at concessionary rates) and Community Premises (the provision of office and other accommodation to voluntary and community organisations).

It is very important that we get your feedback on these areas to help inform future proposals for Council support to the VCS.

# Review of Council support to the Voluntary and Community Sector (VCS) through Grants, Community Lettings and Community Premises

## Grants

On 7th September 2010, the Grants Advisory Panel approved the recommendation in a report that the Portfolio Holder for Community and Cultural Services consults with members of the voluntary sector. This report can be seen on Harrow Council's website by following the link to Council Meetings on the Harrow Council homepage at [www.harrow.gov.uk](http://www.harrow.gov.uk).

The consultation will take place between 1st December 2010 and 28th January 2011. The consultation seeks your views on Voluntary and Community Grants, Community Lettings ( the bookings service provided by the Council to rent school premises for activities at concessionary rates and Community Premises ( the provision of office and other accommodation to voluntary and community organisations ). It is very important that you let us have your views.

### Are you completing this questionnaire

- As a member of the public .....
- On behalf of a voluntary organisation .....
- On behalf of a community group .....
- On behalf of a private sector organisation .....
- On behalf of a funding organisation .....
- On behalf of a school .....
- As a service user .....
- As a carer .....
- As a Councillor .....
- On behalf of a local authority or PCT .....
- Other-please specify below .....

### Other please specify

**Question 1**

**Commissioning**

The Council wishes to consult on whether or not it should commission some services from the voluntary sector. Commissioning involves the Council undertaking an assessment of need, specifying the service to meet that need, procuring a provider through a tendering process to deliver the service and then monitoring and evaluating the service to make sure it is meeting its objectives.

**Would you agree that Commissioning is an effective way of securing some services by Harrow Council for residents?**

- Yes .....
- No .....
- Don't know .....

**Question 2**

**The council is proposing the following criteria for establishing which services will be commissioned, do you agree with these criteria?**

*(please tick one answer for each question)*

	Yes	No	Don't know
<b>Does it help the Council and/or other statutory agencies deliver their priorities?</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Does it address disadvantage?</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Is it providing a preventative service?</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Is it an essential service that will reduce demand on statutory services?</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Does the service provide good value for money in the delivery of outcomes?</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Is the service making effective use of volunteers?</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Does the service work strategically with other key agencies to deliver outcomes for Harrow residents?</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Do you think there are any other criteria that should be included?**

### Small Grants

In addition to commissioning it is proposed that a portion of the grants budget should be reserved for small grants. These would be for grants, up to £10,000 per year, to support one-off or small-scale projects or activities.

#### Question 3

**Should small grants only be available to those organisations whose income is below a certain threshold?**

- Strongly agree* .....
- Agree* .....
- Neither agree or disagree* .....
- Disagree* .....
- Strongly disagree* .....

#### Question 4

**If so, what do you think the maximum income threshold should be?**

- £10,000* .....
- £50,000* .....
- £100,000* .....
- £500,000* .....

#### Question 5

**Do you think that organisations receiving small grants in one grants round should not be able to apply in the next grants round?**

- Strongly agree* .....
- Agree* .....
- Neither agree or disagree* .....
- Disagree* .....
- Strongly disagree* .....

**Small Grants Assessment**

**Do you think the council should consider as part of the assessment process the following:**

**Question 6**

**Whether or not the proposed project/activity duplicates an existing project/activity being offered to the same client group?**

- Strongly agree* .....
- Agree* .....
- Neither agree or disagree* .....
- Disagree* .....
- Strongly disagree* .....

**Question 7**

**Whether or not the organisation has a track record of delivering the proposed project/activity?**

- Strongly agree* .....
- Agree* .....
- Neither agree or disagree* .....
- Disagree* .....
- Strongly disagree* .....

**Question 8**

**Whether or not the proposed project/activity can be shown to tackle disadvantage?**

- Strongly agree* .....
- Agree* .....
- Neither agree or disagree* .....
- Disagree* .....
- Strongly disagree* .....

**Question 9**

**Whether or not the project/activity provides value for money in the delivery of outcomes?**

- Strongly agree* .....
- Agree* .....
- Neither agree or disagree* .....
- Disagree* .....
- Strongly disagree* .....

**Which other factors should be part of the assessment process?**

**Question 10**

**Most funding bodies do not have an appeals procedure for small grant applications.**

**Do you think the council should be the same as other funders and remove the appeals procedure?**

- Strongly agree* .....
- Agree* .....
- Neither agree or disagree* .....
- Disagree* .....
- Strongly disagree* .....

**Question 11**

**Do you agree that if the council retains an appeals procedure, grant appeals should be considered before final grant recommendations are made?**

- Strongly agree* .....
- Agree* .....
- Neither agree or disagree* .....
- Disagree* .....
- Strongly disagree* .....

**Question 12**

**Who should manage the delivery of a small grants programme?**

- Harrow Council* .....
- A Voluntary and Community Sector Agency* .....
- A Community Trust* .....
- Other, please state below* .....

**Other, please state**

**Any other comments**

### Community Premises

Harrow Council currently provides accommodation in South Harrow for approximately 25 Voluntary & Community organisations. 4 organisations have individual offices, the remainder have designated or hot-desking facilities or postal address only. These facilities are provided at no cost to the organisations. The annual cost to the council is £105,000. These premises are intended to support small and emerging organisations without their own office accommodation.

#### Question 1

**Do you think that organisations should contribute towards the cost of the provision?**

- Strongly agree .....
- Agree .....
- Neither agree or disagree .....
- Disagree .....
- Strongly disagree .....

#### Question 2

**Do you think that there should be alternate provision(s) in the borough, such as a Resource Centre(s) or drop-in venue(s) that are possibly, run by organisations themselves?**

- Strongly agree .....
- Agree .....
- Neither agree or disagree .....
- Disagree .....
- Strongly disagree .....

#### Question 3

**Which of the following do you think such a Resource Centre could provide?**

*(please tick all that apply)*

- Shared computer facilities .....
- WIFI .....
- Hot desk areas .....
- Interview space .....
- Meeting rooms .....
- Training Facilities .....

**Other, please state:**



**Question 4**

**Do you agree that larger VCS organisations in the borough should support small groups with access to office space and meetings rooms?**

- Strongly agree* .....
- Agree* .....
- Neither agree or disagree* .....
- Disagree* .....
- Strongly disagree* .....

**Question 5**

**How else do you think this provision could be provided?**

### Community Lettings

The Council currently provides a booking service for community organisations to rent school premises for activities at concessionary rates.

#### Question 1

**Do you agree that organisations should be able to book directly with schools rather than the Council operating as an intermediary?**

- Strongly agree* .....
- Agree* .....
- Neither agree or disagree* .....
- Disagree* .....
- Strongly disagree* .....

#### Question 2

**What other support could Harrow Council offer voluntary organisations with regards to venue hire?**

*(please tick one answer)*

- Directory of venues on the Harrow Council website* .....
- Streamlined booking process for the Council's own venues* .....
- Concessionary rates for certain Council venues e.g. at off-peak times* .....

**Other, please state**

**Impact**

**Question 1**

**Do you think the proposed changes will impact differently on one or more of the following groups: age, disability, race, gender, gender identity, religion or belief, sexual orientation?**  
*(please tick one answer)*

Yes .....  No .....

**If yes, please state how and why**

**About You and Your Organisation ( optional )**

The information that you provide will help us to record who is responding to our consultation so that we can ensure that we have taken into account views from a broad range of stakeholders.

Please note: the information provided in response to this consultation may be published or disclosed in accordance with the access to information regimes (primarily the Freedom of Information Act 2000). Where possible we will anonymise personal information and we will not disclose it without legal justification.

**Mr/Ms/Miss/Mrs/Other**

**First name**

**Surname**

**Name of organisation ( if relevant )**

**Position in organisation ( if relevant )**

**Address**

**Postcode**

**Telephone number(s)**

**Email**

So that we can evaluate the impact of the proposed options on the Sector, can you please tell us more about your organisation (if relevant)

**Where does your organisation work, mainly? Please tick one box only**  
(please tick one answer)

- Works mainly in Harrow .....
- Works in Harrow and some other London Boroughs .....
- Works across London .....
- Works across the UK .....

**What is the size of your organisation ( measured by income)?**  
(please tick one answer)

- Less than £10,000 .....
- £10,000 to £50,000 .....
- £50,000 to £100,000 .....
- £100,000 to £1 million .....
- Over £1 million .....

**Please select one**

- I am providing an official response to this consultation on behalf of my organisation .....
- I am providing a response in a personal capacity .....

**Equality monitoring**

The Council monitors the delivery of services to ensure that they are representative of all communities and that all service users are treated fairly. By monitoring its services and activities the Council can identify and address issues of inequality and discrimination in the provision of services and employment. The information you provide on this questionnaire will remain strictly confidential, in accordance with the Data Protection Act 1998.

**Are you responding on behalf of an organisation or as an individual?**  
(please tick one answer)

- Individual .....
- On behalf of an organisation .....

**Individual monitoring form**

**Please select the one that would apply to you.**

**What is your age range?**

- Under 16 .....
- 16-24 .....
- 25-34 .....
- 35-44 .....
- 45-54 .....
- 55-64 .....
- 65+ .....

The Disability Discrimination Acts (DDA) of 1995 protects disabled people. The DDA defines a person as disabled if they have a physical or mental impairment, which has a substantial and long term (i.e. has lasted or is expected to last at least 12 months) and has an adverse effect on the person's ability to carry out normal day-to-day activities

**Do you consider yourself to have a disability according to the terms given in the DDA?**

*(please tick one answer)*

- Yes .....  No .....

**If "Yes" please indicate the type of impairment which applies to you (by ticking next to it below). People may experience more than one type of impairment in which case tick all types that apply.**

*(please tick all that apply)*

- Physical impairment, such as difficulty using your arms or mobility issues which means using a wheelchair or crutches* .....
- Sensory impairment, such as being blind / having a serious visual impairment or deaf / having a serious hearing impairment or serious speech impairment* .....
- Mental health condition such as depression or schizophrenia* .....
- Learning disability such as Down's syndrome or dyslexia or cognitive impairment (such as autism or head injury)* .....
- Long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease or epilepsy* .....
- Other, such as disfigurement (specify if you wish, below)* .....

**Other, please specify**

**Your ethnic group**

*These are based on the 2001 Census categories and are listed alphabetically below.*

**Asian, Asian British, Asian English, Asian Scottish or Asian Welsh**

*Bangladeshi* .....

*Indian* .....

*Pakistani* .....

*Any other Asian background ( specify below )* .....

**Other**

**Black, Black British, Black English, Black Scottish or Black Welsh**

*African* .....

*Caribbean* .....

*Any other Black background ( specify below )* .....

**Other**

**Chinese, Chinese British, Chinese English, Chinese Welsh or other ethnic group**

*(please tick all that apply)*

*Chinese* .....

*Any other ethnic background ( specify below )* .....

**If Other, please specify**

**Mixed**

*(please tick all that apply)*

*White & Black African* .....

*White & Black Caribbean* .....

*Any other Mixed background ( specify below )* .....

**If Other, please specify**

**White**

British .....

Irish .....

Scottish .....

English .....

Welsh .....

**Other**

**Your religion or belief**

*(please tick all that apply)*

Baha'i    Buddhism    Christianity    Hinduism    Islam    Jainism    Judaism    Sikhism  
                                                                                   

**If other, please specify any other religion or belief**

**Gender and sexual orientation**

**What is your gender?**

*(please tick one answer)*

Male .....  Female .....  Trans Male .....  Trans Female .....

**Your sexual orientation Which group best describes you?**

Heterosexual .....

Bisexual .....

Gay/Lesbian .....

Prefer not to state .....

Other, please specify .....

**Other**



**Organisation monitoring form**

Is your project directed at, or of particular relevance to, people from a specific ethnic background?,

**If 'Yes', please tick up to three categories to indicate the ethnic background of the people who will benefit, below.**

Yes .....

No .....

**Asian, Asian British, Asian English, Asian Scottish or Asian Welsh**

*(please tick all that apply)*

Bangladeshi .....

Indian .....

Pakistani .....

Any other Asian background ( specify below ) .....

**If Other, please specify**

**Black, Black British, Black English, Black Scottish or Black Welsh**

*(please tick all that apply)*

African .....

Caribbean .....

Any other Black background ( specify below ) .....

**If Other, please specify**

**Chinese, Chinese British, Chinese English, Chinese Welsh or other ethnic group**

*(please tick all that apply)*

Chinese .....

Any other ethnic background ( specify below ) .....

**If Other, please specify**

**Mixed**

*(please tick all that apply)*

White & Black African .....

White & Black Caribbean .....

Any other Mixed background ( specify below ) .....

**If Other, please specify**

**White**

*(please tick all that apply)*

British .....

Irish .....

Any other White background ( specify below ) .....

**If Other, please specify**

**Is your project directed at, or of particular relevance to, people of a specific gender? If yes, please specify if male or female**

Yes .....

No .....

**If yes, male or female?**

Female .....

Male .....

**Is your project directed at, or of particular relevance to gay, lesbian, bisexual or transgender people?**

Yes .....

No .....

Is your project directed at, or of particular relevance to people of a particular age group?

**If yes, please specify which age group**

Yes .....

No .....

**Please tick up to two categories**  
(please tick all that apply)

- 0-24 years .....
- 25-64 years .....
- 65+ years .....

**Is your project directed at, or of particular relevance to people with disabilities?**

- Yes .....
- No .....

**Is your project directed at, or of particular relevance to, people of a specific faith? If yes, please specify which faith group**

- Yes .....
- No .....

**Faith Group**

(please tick all that apply)

- |                          |                          |                          |                          |                          |                          |                          |                          |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <i>Baha'i</i>            | <i>Buddhism</i>          | <i>Christianity</i>      | <i>Hinduism</i>          | <i>Islam</i>             | <i>Jainism</i>           | <i>Judaism</i>           | <i>Sikhism</i>           |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**If other, please specify any other religion or belief**

Thank you for completing the consultation questionnaire.

Please return the completed consultation questionnaire by the 28th January 2011 to:

Harrow Council  
Community Development Services  
Grants Team  
Room 224 Civic Centre  
Station Road  
Harrow  
Middlesex  
HA1 2XF