

# **REPORT FOR: GRANTS ADVISORY PANEL**

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**Date of Meeting:** 17<sup>th</sup> January 2012

**Subject:** **INFORMATION REPORT – Grant  
Monitoring 2011-12**

**Responsible Officer:** Marianne Locke, Divisional Director  
Community and Culture

**Exempt:** No, except Appendix 2. This is exempt from publication under paragraph 1 of Part I of Schedule 12A to the Local Government Act 1972 (as amended) as it contains information relating to any individual

**Enclosures:** Appendix 1 and 1a: Monitoring form  
Appendix 2: Extracts from monitoring reports – Part II  
Appendix 3: Summary of equalities monitoring information – Part II

## **Section 1 – Summary**

This report sets out information on the monitoring of grants awarded under the Main Grants Programme 2011-12. The report presents information provided by organisations on their projects or services as part of the mid-year monitoring process.

**FOR INFORMATION**

## **Section 2 – Report**

### **2.1 Background**

2.1.1 In May 2011, 38 projects/services were awarded Main Grants Programme grant funding for an 11 month period, 1<sup>st</sup> May 2011 to 31<sup>st</sup> March 2012. One of these organisations (the Middlesex County Football Association) declined the grant awarded and the funding was redistributed amongst the remaining successful grant applicants. The Council undertakes an annual process of monitoring grants awarded under the Main Grants Programme to ensure that organisations in receipt of funding are delivering agreed outcomes in accordance with the requirements of their funding agreement.

2.1.2 For the grants awarded for 2011/12, Community and Environment officers have worked with officers in Adults and Housing and Children's Services to undertake a process of joint monitoring (including visits) of organisations in receipt of grants of more than £10,000. This included organisations where funding was received from more than one Directorate, where the cumulative amount of funding received was more than £10,000. Organisations in receipt of funding under £10,000 were required to provide self-assessment monitoring only. Mid-year monitoring forms were sent to organisations on 14<sup>th</sup> October with a return date of 3<sup>rd</sup> November 2011.

### **2.2 2011/12 Monitoring process**

2.2.1 Of the 37 projects/services in receipt of grant funding, 35 have returned their completed monitoring forms. The London Wheelchair Rugby Club and Flash Musicals have provided valid reasons for the late return of forms which are expected to be received within the coming weeks.

2.2.2 All other forms were received by the deadline of 3<sup>rd</sup> November with the exception of;

- Harrow Crossroads
- Victim Support
- Jetstream Tri Club
- Harrow Inter-faith Council

These forms have now been received but due to the late return of forms from Victim Support and Harrow Crossroads (funded above £10,000) monitoring visits have yet to be undertaken.

2.2.3 23 grant funded projects were assessed as part of the joint monitoring process. These projects completed a self-assessment joint monitoring form (Appendix 1 and 1a) for all projects funded by the Council. This was followed by a monitoring visit to review the information provided, check organisational policies, procedures and evidence of project outcomes. 14 projects funded below £10,000 completed a self-

assessment monitoring form as described above. As part of this process, information was then assessed by officers and feedback provided in the form of an action plan setting out actions to be addressed by the organisation, which is expected to be completed by the end of year monitoring period (31<sup>st</sup> March 2012).

2.2.4 Monitoring information has been received for 35 funded projects/services. Extracts of the monitoring information received and the action plans prepared for each project, where these have been completed are attached at Appendix 2. Action plans have not been completed for Harrow Crossroads and Victim Support as monitoring visits have not yet been undertaken. An action plan has also not been included for Kids Can Achieve as the projects delivered by this organisation are being monitored through a separate process being undertaken by Children's Services.

## 2.3 Grant Funding Outcomes 2011/12

2.3.1 Grant funding awarded during 2011-12 has supported both existing and new services. The funding has enabled the delivery of a range of activity to a diverse cross-section of people across the borough. From the monitoring information collected, **31,946** people, covering all age ranges, ethnicities, faiths, gender and disabilities are expected to benefit from the funded services (see Appendix 3).

2.3.2 The following is a summary of some of the achievements and issues identified through the monitoring process:

### Summary of achievements

Organisations have reported a number of achievements during the first six months of the funding period;

i) **Developing new partnerships** Some organisations have created new partnerships that help them meet the additional demand for their services, for example:

- Relate is working closely with Children's Centres to increase access to their service by families
- Harrow Anti-Racist Alliance (HARA) has established new partnerships with Victim Support and the Harrow Equalities Centre and has started receiving referrals from both organisations.
- HARA has also set up a partnership with Precisa De Falar (Need to Talk) and referred clients to them for counselling. HARA also has plans to establish additional partnerships with other strategic organisations at a regional West London level.

ii) **Increased volunteering opportunities.** Many of the funded projects and services are delivered by both paid staff and volunteers. Some of these projects have created additional volunteering opportunities during the year, such as;

- Harrow Citizens Advice Bureau (CAB) which has trained six new gateway assessors and is currently recruiting a further six to be trained this year;
- The Women's Centre has supported 70 volunteers so far this year
- Mind in Harrow have recruited and trained five volunteers to work on its new Mental Health Information Service
- USURP will be recruiting and providing accredited training for five volunteers to support the Community Collaborations project
- Victim Support have trained five specialist volunteers to support victims of domestic violence.

iii) **Ability to attract additional funding.** Some projects have been successful in securing additional funding such as the ADHD and Autism Support Harrow organisation which has secured additional funding from Awards for All and the Harrow Equalities Centre which has secured additional funding from the Trust for London and Awards for All.

iv) **Positive feedback from users.** Many organisations have reported positive feedback from users such as:

- Harrow Crossroads which has developed its Together programme which has been well received and reported "*great results contributing to the recovery of people who have suffered a stroke*". The project has also reported that it has been "*able to minimise social isolation both for clients and their carers, providing a strong arena where friendships are made and peer group support and company are enjoyed*"
- Harrow CAB undertook a satisfaction survey of their users which showed that 73% of their clients were very happy with the service and 27% reported being fairly happy with the service provided
- 74 service users of Mind's Stepping Stones and Befriending group reported increased confidence and self-esteem; 69 felt they had increased independence and 65 felt they had developed new skills.

iv) **Development of new services.** A number of new services have been developed including the publication of the 'All you need to know directory' by Harrow Mencap; the 'Equality Toolkit' produced by the Harrow Equalities Centre; the development of three new support groups by the Women's Centre including the Language Cafe, Return to Work Group and No Boundaries (a post counselling support group); CAB have set up a Saturday drop-in advice service for people who are working and 108 people have so far attended; The new Independent Domestic Violence Adviser at Hestia Housing and Support has seen referrals increase each month and the new Mental Health Information Service set up by Mind in Harrow has supported 125 callers in its first six months of operation.

v) **Ability to respond to emerging needs.** Other projects/services were able to develop their services to respond to emerging needs

including the Ignite Trust which during the week of the riots worked with a number of young people who might otherwise have been tempted to get involved in the disturbances but due to their involvement in the project did not. The project provided peer leaders as role models to encourage young people to join their activities, 258 young people were engaged in positive sport or social activities which are designed to develop positive life skills. 11 of these young people were trained as peer leaders to lead summer activities.

### Summary of issues identified

As well as the achievements reported by organisations, a number of issues have also been identified, these include;

- Many projects reported an **increase in demand** for their services including Age UK which saw an increase in demand due to the national publicity that took place around the name change for the organisation; Harrow CAB reported seeing 2,249 clients with new problems in the first six months of the year as well as 1,302 existing clients. Overall clients have been seen for issues such as; benefits advice 30%; debt advice 22%; housing advice 16%; and employment advice 11%; WISH have also seen an increase in demand for their service with referrals being received from a range of agencies. The Independent Sexual Violence Advocate is working closely with Rape Crisis which is adding value to the services provided.
- A number of organisations have identified the difficult financial climate as an ongoing cause for concern for their organisations and the future delivery of their services.
- Some organisations reported staffing issues during the monitoring period, however these were resolved and do not appear to have affected the achievement of the stated outcomes.
- During monitoring visits officers were able to review organisational policies and procedures and were able to recommend actions to improve governance and operational practices for example, ensuring that policy documents are signed and dated by members of the management committee.
- As a result of reviewing policy documents and procedures, a number of organisations were advised on measures they could take to improve their processes for child protection and the safeguarding of vulnerable adults.

## **Section 3 – Further Information**

- 3.1 This year's monitoring process has been developed in line with the recommendations of the internal audit report commissioned by the Overview and Scrutiny HAVS Challenge Panel in February 2011. A number of new developments were introduced and further improvements will be made once an evaluation of this year's process is

undertaken. Organisations will be sent an evaluation form to provide their feedback on this year's process and officers will conduct their own evaluation. Officers will discuss possible improvements with the Internal Audit team and representatives of the Third Sector.

## **Section 4 – Financial Implications**

- 4.1 There are no financial implications for the medium term financial strategy associated with this report.
- 4.2 The monitoring information that has been gathered from organisations has not identified any major concerns regarding under or over spends on projects. Where potential under or overspends have been identified officers are in discussion with organisations to clarify these.

## **Section 5 - Equalities implications**

- 5.1 All organisations were required to submit equalities monitoring information (see Appendix 1a). Organisations were asked to provide information about the number of beneficiaries; which groups would benefit from the project/service and indicate whether or not a protected group (as defined by the Equality Act 2010) was being targeted. An analysis of this information is provided at Appendix 3.
- 5.2 This analysis shows that across the 35 projects for which monitoring information has been received a total of 31,946 people are expected to benefit. The analysis also shows that all of the protected equality groups are being targeted by the funded services:

<b>Protected equality group</b>	<b>No. of projects targeting this group</b>	<b>%</b>
Age	9	26%
Disability	14	40%
Gender reassignment	4	11%
Pregnancy & maternity	4	11%
Race	6	17%
Religion or belief	5	14%
Sex	7	20%
Sexual orientation	4	11%
Marriage & civil partnership	4	11%
All groups targeted	13	37%

## **Section 6 – Corporate Priorities**

- 6.1 All grant funded projects/services were required to indicate on their application form which corporate priority their service would support. All of the funded projects support the delivery of the corporate priorities in particular;
- Keeping neighbourhoods clean, green and safe.

- United and involved communities: A Council that listens and leads.
- Supporting and protecting people who are most in need.

Name: Kanta Hirani



on behalf of the  
Chief Financial Officer

Date: 5 January 2012

## **Section 7 - Contact Details and Background Papers**

**Contact:** Kashmir Takhar, Head of Service – Community Development,  
020 8420 9331

**Background Papers:** Internal Audit report, February 2011 – Part 2