

Taunton Deane Borough Council

Executive - 11 April 2012

Taunton Deane Borough Council's Voluntary and Community Sector Spending Review

Report of the Strategy Lead Officer

(This matter is the responsibility of Executive Councillor Warmington)

1. Executive Summary

A report regarding current and future Voluntary and Community Sector (VCS) funding arrangements was presented to Community Scrutiny on the 6th December 2012 and the Executive on the 7th December 2012 during which it was agreed that:

The Strategy Unit make reductions to its Voluntary and Community Sector (VCS) budget, of £30k during 2012/13 by ceasing the £10k contribution to the Priority Areas Strategy; reducing the small grants budget by £10k and making proportionate reductions to the remaining SLAs.

Councillors supported the establishment of a Grants Panel to consider the distribution of future funding (from across the Council) to the VCS, but requested that officers provide further details on this proposal

The following report recommends that:

Councillors approve the specific arrangements for the membership, responsibilities and processes of the Grants Panel to commence in May 2012, or suggest alternative proposals.

2. Purpose of Report

Taunton Deane Borough Council (TDBC) provides financial support to a wide range of VCS organisations that help us deliver our corporate priorities consistent with community needs.

TDBC released a total of £615,000 (approx) to the VCS in 2011/2012. Funding is awarded to the VCS through four main service areas:

- Strategy Unit
- Community Development Unit
- Economic Development Unit
- Housing

The detail of the VCS spend within the Strategy Unit, Community Development, Economic Development and Housing is provided at Appendix 1. A summary of this spend is provided in Appendix 2.

All funding is awarded by the relevant Service Area Manager or a Lead Officer through a mix of Service Level Agreements (SLA) or small grants. The relevant portfolio holder is involved in these decisions.

This report will deal with the following:

The establishment of new procedures to allocate funding to the VCS from those service areas listed above from 1 April 2013.

3. Background

3.1 Strategy Unit and Financial Support for the VCS

The Strategy Unit VCS annual budget is currently awarded through a mix of Service Level Agreements and VCS grants i.e. awards of 'small grants' to a maximum of £5k.

During 2011/2012 £180,000 was awarded through SLA arrangements to fund 8 VCS organisations. All SLA agreements are due to expire on 31 March 2012, with the exception of those for North Taunton Partnership and Link Partnership which are due to expire on 31 March 2013.

The annual allowance for small grants during the financial year 2011/12 was £20,000 (approx). This budget has (so far) been used to fund 8 VCS organisations. Applications for funding can be made on an ad hoc basis throughout the financial year to carry out projects that are aligned with the Council's Corporate Priorities. Proposals are considered by the Executive Councillor responsible for Community Leadership' and decisions are advertised in the Weekly Bulletin.

Of the remaining budget, £25k was allocated to the Youth Initiatives Fund and £10k was identified to support the Priority Areas Strategy.

At the executive meeting in December it was agreed that the Strategy Unit make reductions to its Voluntary and Community Sector (VCS) budget, of £30k during 2012/13 by ceasing the £10k contribution to the Priority Areas Strategy; reducing the small grants budget by £10k and making proportionate reductions to the remaining SLAs.

Summary of Changes to VCS Budget Allocations

	2011/2012	2012/2013
Total SLA Budget	£ 180000	£ 170000
Youth Initiatives Funding**	£ 25000	£ 20000
Priority Areas Strategy	£ 10000	£ 0
Small Grants Fund	£ 20000	£ 10000
Total VCS Budget	£ 235000	£ 200000

** £15000 of this funding is held in the unparished areas precept and is ring fenced for Youth initiatives projects in the unparished areas. During 2011/12 Councillors approved a one year contribution from the General Fund of £10000 to YIF budget. Councillors have approved a reduced contribution of £5000 for 2012/13 from the general fund, as part of the budget approval process.

It was agreed that the funding committed to the Link Centre and North Taunton Partnership would not be subject to any reduction during 12/13. This meant a reduction of 6.2% for the remaining 6 organisations.

The Strategy Unit are currently negotiating new service specifications and monitoring arrangements for 12/13 with all 8 organisations. New Service Level Agreements will then be put in place to expire in April 2013. Funding and SLA arrangements from April 2013 onwards will be subject to budget reviews, and any recommendations/decisions made by the proposed Grants Panel.

3.2 Review of the Authorities VCS spending and procedures

To assist the Authority in making decisions on future VCS funding options, we have undertaken a review of the VCS spending across the Authority covering the period of 2007-2012. This provided an opportunity to revisit all organisations receiving funding to ensure outcomes support the Council's own priorities. The timing is appropriate in that the majority of SLA arrangements are due to expire on 31 March 2012. The review enabled us to consider more efficient ways of allocating resources and to look into best practise examples from other Somerset Authorities.

At the Executive on the 7th December 2012 it was agreed that a new Grants Panel should be established with the aim of introducing a more transparent and effective council-wide system of allocating resources to the Voluntary Sector. The proposed new process will have an impact on the way in which all services in the Authority award funding payments to the VCS from 1 April 2013.

The establishment of the panel will enable grants; such as VCS small grants, the Youth Initiatives Fund and Arts Development grants, to be assessed simultaneously and in relation to each other (see Appendix 1 for a complete list of the grants that will be included).

4. Proposed detail for the establishment of the Grants Panel

A review of the Borough Council's support to the VCS (across all service areas) was recently undertaken. The findings of the review highlighted that whilst the Council has developed good working relations with the VCS, the current practice does not always follow the guidance set in the Somerset Compact or necessarily provide value for money.

The main findings of the review can be summarised as follows:

- The performance of SLAs are not monitored consistently
- Some SLAs are awarded on an annual basis which is against the recommendation in the Somerset Compact funding code of practice which encourages authorities to invest in long term funding for more than one year
- Shared criteria for eligibility have not been established.
- Some small grants do not have a scoring mechanism in place to monitor eligibility, spend and/or performance
- Some SLAs do not have a scoring mechanism in place to monitor eligibility, spend and/or performance
- Administration of the various VCS budgets across the authority is time-consuming for both the authority and for VCS Organisations applying for repeat funding
- Some SLAs and all grant applications are assessed throughout the year meaning that administering applications is time-consuming and costly and does not allow applications to be judged in comparison to other bids.
- Decision making processes are not consistent and not all applications go through the member call-in process.
- Some organisations are funded from several different budgets and there is no mechanism to bring these together into one agreement.
- Match funding is not encouraged consistently.
- There is no mechanism in place to monitor match funded SLA agreements.

At the Executive on 7th December 2012 it was agreed that a Grants Panel be established during Spring 2012 to administer and monitor financial support to the VCS from across the Council i.e. those VCS budgets that are held by Strategy Unit, Community Development, Economic Development and Housing.

It should be noted that the unparished areas precept is not included as a part of these arrangements and will continue to be administered by the Democratic Services team.

Councillors requested that further detail was provided on the proposed aims, role, membership, responsibilities, and governance procedures of the Grants Panel.

Members are asked to consider and comment on the proposals or to offer alternative proposals for consideration.

Aims of the proposed Grants Panel

- To introduce a single, transparent and efficient way of allocating grant aid across the Authority
- To reduce the cost of administration in processing applications
- To align application and award processes across the authority
- To ensure all VCS organisations are treated fairly and equally.
- To ensure that TDBC is compliant with the Somerset Compact
- To ensure value for money by reducing duplication and ensuring effective delivery of the councils corporate aims through Voluntary Sector resources.

Role of the proposed Grants Panel

- To recommend funding arrangements for VCS organisations via 3 year SLA agreements from 2013 to 2016
- To agree the criteria and scoring mechanism for small grant and/or SLA funding across the authority
- To assess grant applications in a fair and measured way, to ensure funding decisions are transparent.
- To recommend and agree twice yearly the allocation of small grants
- To identify duplication of grant or SLA applications across the authority and where possible form single agreements.
- To monitor all service level and small grant agreements twice yearly to ensure the effective use of Council resources

Membership

- 1 nominated officer from each of the following service areas; Economic Development, Housing, Strategy and Community Development.
- 3 Conservative Councillors - The Executive portfolio holders for Economic Development, Housing and Community Leadership
- 2 Liberal Democrat Councillors - The shadow portfolio holders for Community Leadership and Housing or Economic Development
- 1 nominated Labour or Independent representative

Supporting Roles

- Business Support – Administration of meetings, grant applications and payments.
- SWOne Strategic Procurement Service – Advice on contractual arrangements

Responsibilities

General

- Agree terms of reference for the Grants Panel, including nomination of a Chairperson
- Agree Governance procedure
- Agree a process and timescale for bidding and the allocation of funding (suggested process Appendix 3)
- Agree a process and timescale for monitoring SLA and small grant agreements
- Agree administration procedures with the Business Support Service
- Carry out 6 monthly monitoring of any grant or SLA funding as specified in the SLA or grant agreement
- To communicate with VCS organisations throughout the application, award and monitoring processes

Service Level Agreements

- To agree a generic SLA template which allows for individual service specifications and monitoring arrangements to be added.
- Ensure contracts meet legislative requirements in terms of procurement
- Consider the risks involved in entering 3 year SLA contracts
- Agree priority areas for allocating funding in line with the Corporate Strategy and Priority Areas Strategy
- Recommend the allocation of funding for 2013 - 2016

Small Grants

- To agree a generic small grants application form, guidance, and agreement allowing for specific criteria to be added depending on the purpose of the grant.
- Agree priority areas for allocating funding in line with the Corporate Aims and Priority Areas Strategy
- Agree scoring and weighting mechanisms for assessing grant applications.
- Recommend the allocation of funding at the end of each bidding round to the portfolio holder.

Governance

- The main reference documents for informing funding decisions will be the current Corporate Strategy, the Priority Area Strategy and approved Service or Operational plans.
- The Grants Panel will be responsible for agreeing 3 year SLA funding for the period 2013 – 2016 across the authority and presenting these

- recommendations to the Executive for approval.
- The nominated Chairperson (Conservative) will get the casting vote
 - SLA funding recommendations will be scrutinised by Community Scrutiny prior to the Executive.
 - The Grants Panel will be responsible for agreeing the allocation of small grants funding twice a year. The Panel will make recommendations to the appropriate portfolio holder (of which the portfolio holder is a member).
 - Decisions on the allocation of small grant funding will be published in the Weekly Bulletin by the portfolio holder and will be subject to the normal call in process.

Meetings

- It is proposed that the Grants Panel meet for the first time in May 2012.
- During May, June and July 2012 it is proposed that the Grants Panel agree their terms, governance procedure, generic application forms and SLA template and administration procedures with Business Support. From July 2012 the meetings will be governed by the agreed application and awarding process (suggested in Appendix 3).

5. Finance Comments

The role of the Grants Panel is to ensure value for money from the resources the council allocates to the VCS. The Grants Panel has the potential make recommendations to the Executive on the allocation of funding over a 3 year period. The projected VCS budget across the authority for 2012/13 is £576,200., Therefore the grants panel could be recommending an approximate total spend of £1,728,600 over the three year period from 2013 to 2016.

To ensure the authority has the opportunity to review any funding and its funding priorities a clause will be written into all 3 year SLA's stating that funding will be subject to annual budget reviews, and may be changed with one months written notice to the VCS provider.

6. Legal Comments

The Grants Panel will be advised to utilise the SWOne procurement team and TDBC Legal Services to check whether there are any legal implications associated with entering into contracts for the delivery of services, and to ensure that any contracts entered into are legally robust.

7. Links to Corporate Aims

The process of establishing a Grants Panel should enable us to make closer alignment with the Corporate Strategy, Priority Area Strategy and Service or Operational plans and to ensure a robust performance and monitoring regime which is focussed on outcomes.

8. Environmental Implications

This is difficult to judge but I believe it reasonable to assume that there are no obvious environmental implications. The Community Council is committed to helping communities to reduce their carbon emissions and is currently funded through SLA arrangements. The grants panel will be responsible for assessing potential environmental implications during their application and award process and as part of their final recommendations to the Executive.

9. Community Safety Implications

As above for Environmental Implications. Community Safety Implications should be assessed by the grants panel as part of their application and award process.

10. Equalities Impact

An Equalities Impact Assessment has been completed on the proposed detail of the Grants Panel. The new process of awarding and monitoring SLA and Grant agreements will ensure there is fairness and transparency within the decision making process. The Grants Panel will be responsible for considering any potential equalities impact and the reduction of inequalities during its application and award process.

11. Risk Management

TDBC values its good relationship with the VCS. The proposed detail of the Grants Panel will ensure that these relationships can continue and develop to meet the needs of the community. Any decision or recommendations made by the Grants Panel will be assessed for risks to the Council, VCS organisation and the people that the organisation serves.

12. Partnership Implications

We have good working relations with the VCS. Many sit on the Taunton Deane Partnership or one of its sub groups e.g. Halcon MAG, NT MAG and the Spatial Planning Working Group. This relationship has been influential in developing important work-streams such as the PAS and the Local Development Framework. It is important to maintain these relationships through an open approach to allocating funding to the VCS.

A number of our existing SLAs are partnership SLAs with TDP, SCC and the Primary Care Trust. The introduction of a new Grants Panel will need to consider and agree (through consultation) a mechanism to the development of new partnership SLAs.

13. Recommendations

Councillors are asked to recommend the approval of the proposed specific arrangements for membership, responsibilities and processes of the Grants Panel to commence in May 2012, or suggest alternative proposals.

Persons to contact

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APPENDIX 1: COUNCIL PAYMENT OF VOLUNTARY AND COMMUNITY SECTOR GRANTS

<i>Name of VCS budget:</i>	STRATEGY UNIT: Voluntary and Community Sector SLA's							
<i>Purpose of Budget:</i>	To enable VCS organisations to undertake projects and support sustainability for the benefit of the community in line with our Corporate Aims							
<i>Annual Budget:</i>	£180,000							
<i>Match Funding Attracted:</i>	Unknown							
<i>Budget held by:</i>	Strategy Lead (Mark Leeman)							
<i>Awards Authorised by:</i>	Community Development Portfolio holder							
<i>Application/Award/Monitoring process:</i>	Application via relevant forms, decision follows relevant call in process, some SLA's are monitored to ensure outcomes are being met							
Service Area/Budget	Voluntary Sector Organisation	SLA/Project Funding/Grant/informal agreement	2007/2008	2008/2009	2009/2010	2010/2011	Commitments 2011/2012	Commitments 2012/2013
109757	Citizens Advice Bureau	SLA (expires March 2012)	64,000	64,000	81,500	86,500	91,500	85,900
109757	Community Council for Somerset	SLA (expires March 2012)	6,000	6,000	6,000	6,000	6,000	5,700
109757	Accessible Transport (Taunton Deane Community Transport and Slinky)	Rolling agreement	11,000	11,000	13,000	10,000	10,000	9,400
109757	Wivey Link	Expired SLA (now incorporated within SLA for Wiveliscombe Area Partnership)	2,000	2,000	2,000	10,000	10,000	9,400 (will become part of WAP SLA)
109757	Slinky (merged with Accessible Transport from 09/10)	Rolling agreement	2,000	2,000	**			9,400
109757	Taunton Voluntary Action	Rolling agreement	26,500	26,500	26,500	26,500	26,500	24,900
109757	Relate	Expired SLA	10,000	10,000	10,000	10,000	0	0

109757	FEDS	Expired agreement	0	0	0	5,000	0	0
109757	SREC	Expired agreement	4,500	4,500	4,500	0	0	0
109757	Local Safeguarding Children Board	Expired agreement			1,538	0	0	0
109757	Somerset Association of Local Councils	Rolling agreement	1,000	1,000	1,000	1,000	1000	940
109757	North Taunton Partnership*	SLA (expires March 2013)				5,000	5000	5000
109757	Taunton East*	SLA (expires March 2013)				5,000	5000	5000
109757	Wiveliscombe Area Partnership	SLA (expires March 2013)	7,500	15,000	25,000	25,000	25000	23500
109757	Youth initiatives fund contribution	Contribution to other budget				15,000	10,000	0

134,500	142,000	171,038	205,000	190,000	169,740
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<i>Name of VCS budget:</i>	STRATEGY UNIT: Voluntary and Community Sector Grants							
<i>Purpose of Budget:</i>	To provide adhoc funding to VCS groups enabling organisations to carry out responsive projects, find match funding and support sustainability for the benefit of the wider community in line with the Councils Corporate Aims							
<i>Annual Budget:</i>	£20,000							
<i>Match Funding Attracted</i>	Unknown							
<i>Budget held by:</i>	Strategy Lead: Mark Leeman							
<i>Awards Authorised by:</i>	Community Leadership Portfolio holder							
<i>Application/Award/Monitoring process:</i>	Application via relevant forms, decision follows relevant call in process, spending or outcomes not monitored							
Service Area/Budget	Voluntary Sector Organisation	SLA/Project Funding/Grant/informal agreement	2007/2008	2008/2009	2009/2010	2010/2011	Commitments 2011/2012	Commitments 2012/2013
109757	1st Wellington Scout Group	Voluntary sector grant			500			

109757	Albemarle Centre	Voluntary sector grant		1,000			1,663	
109757	Beyond the Gate	Voluntary sector grant	2,000	2,000				
109757	CAB	Voluntary sector grant		5,000				
109757	Compass Disability Services	Voluntary sector grant		2000	2,612	2,700		
109757	Cruse Bereavement	Voluntary sector grant	1,000	1000	1,000	1,000		
109757	Eco Youth Group	Voluntary sector grant		1050				
109757	Friends of Königsflutter Society	Voluntary sector grant		400	400	300		
109757	Friends of Lisieux	Voluntary sector grant	500					
109757	Hamilton Boxing Club	Voluntary sector grant			500			
109757	Home Furniture Trust	Voluntary sector grant	3,000	3,000				
109757	Kiddiewinks	Voluntary sector grant	500					
109757	Lisieux Civic Twinning Link	Voluntary sector grant	2,000		3,000		2,600	
109757	Lower Henlade Residents Assoc	Voluntary sector grant		450				
109757	Mind	Voluntary sector grant	1,000	1,000	1,500	1,000		
109757	Neighbourhood Care	Voluntary sector grant	4,000					
109757	North Taunton Partnership	Voluntary sector grant			1,014			
109757	Novas Scarman	Voluntary sector grant					2,000	
109757	Reminiscence Learning	Voluntary sector grant						
109757	Romani Gypsy Advisory Group	Voluntary sector grant	500					
109757	Saints Youth Club	Voluntary sector grant			480			
109757	Somerset Community Care Matter	Voluntary sector grant				500		
109757	Somerset Playing Fields Associati	Voluntary sector grant			600	600	600	
109757	St Margaret's Hospice	Voluntary sector grant						
109757	SUCH	Voluntary sector grant	1,500					
109757	Taunton Country Market	Voluntary sector grant			2,000			
109757	Taunton Hospital Radio	Voluntary sector grant	500					
109757	The Open Door (Taunton)	Voluntary sector grant			1,000			
109757	The Polish Association	Voluntary sector grant			1,000			
109757	Turners Allotments	Voluntary sector grant			200			
109757	Victim Support	Voluntary sector grant	1,500					
109757	Vitalise	Voluntary sector grant	1,077	500				
109757	Well Woman Centre	Voluntary sector grant						

109757	Wellington Town Council	Voluntary sector grant				1,000		
109757	Wellington & District Healthy Living	Voluntary sector grant						
109757	Western Boys	Voluntary sector grant			600			
109757	WHERE	Voluntary sector grant						
109757	YMCA	Voluntary sector grant	3,000			3000		
109757	Taunton Voluntary Action	Voluntary sector grant				660		
109757	Priory Community Association	Voluntary sector grant				500		
109757	Somerset Waterways Developme	Voluntary sector grant				2,000		
109757	Blackdown Youth Club	Rural Deprived Area Fund				2,000		
109757	Stawley Rural Community Initiati	Rural Deprived Area Fund				1,400		
109757	Nynehead	Rural Deprived Area Fund				200		
109757	Churchinford General Stores	Rural Deprived Area Fund				1,400		

22,077	17,400	16,406	18,260	6,863	0
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<i>Name of VCS budget:</i>	COMMUNITY DEVELOPMENT: Arts Development Grants							
<i>Purpose of Budget:</i>	To enable art groups to provide community art projects							
<i>Annual Budget:</i>	£20,000							
<i>Match Funding Attracted</i>	Unknown							
<i>Budget held by:</i>	Community Development Lead: Scott Weetch							
<i>Awards Authorised by:</i>	Community Development Portfolio holder							
<i>Application/Award/Monitoring process:</i>	3 year SLA agreements made, due to expire in March 2012.							
Service Area/Budget	Voluntary Sector Organisation	SLA/Project Funding/Grant/informal agreement	2007/2008	2008/09	2009/2010	2010/2011	Commitments 2011/2012	Commitments 2012/2013

102188	Take Art	SLA			£7,625	£7,625	£7,625	
102188	Action Track	SLA			£2,500	£2,500	£2,500	
102188	Somerset Art Works	SLA			£1,750	£1,750	£1,750	
102188	Somerset Film	SLA			£3,140	£3,140	£3,140	
102188	Somerset Rural Music School	SLA			£4,000	£4,000	£4,000	
102188	SPAEDA	SLA			£500	£500	£500	
102188	Sport Aid Foundation	Grant		£300				
102188	Bath Place Traders Assoc	Arts Revenue Grant				£700		
102188	Richard Huish College -Rock Fest	Arts Revenue Grant			£1,000			
102188	Superact	Arts Revenue Grant			£100			
102188	10 Parishes Festival	Arts Revenue Grant			£1,500			
102188	Step Change	Arts Revenue Grant			£500			
102188	Landdance - Ella Huhne	Arts Revenue Grant			£500			
102188	Taunton Barbershop Harmony Clu	Arts Revenue Grant			£500			
102188	Public Art Community Engagemen	Arts Revenue Grant			£3,000			
102188	Somerset Music Day	Arts Revenue Grant			£1,000			
102188	Mobile stage equipment Bishops L	Arts Revenue Grant			£750			
102188	Street Jam	Arts Revenue Grant			£3,000			

0.00	£300	£31,365	£20,215	£19,515	£0
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<i>Name of VCS budget:</i>	COMMUNITY DEVELOPMENT: Youth Initiatives Fund
<i>Purpose of Budget:</i>	To support community organisations to provide projects which seek to improve the lives, health and wellbeing of children and young people within Taunton Deane.
<i>Annual Budget:</i>	£41,228 (contributions from unparished area fund £15k + General fund £15k + £11,228 carried over)
<i>Match Funding Attracted</i>	Unknown
<i>Budget held by:</i>	Community Development Lead: Scott Weetch
<i>Awards Authorised by:</i>	Community Development Portfolio holder

Application/Award/Monitoring process:	Application via relevant forms, decision follows relevant call in process, no monitoring of spend.							
Service Area/Budget	Voluntary Sector Organisation	SLA/Project Funding/Grant/informal agreement	2007/2008	2008/09	2009/2010	2010/2011	Commitments 2011/2012	Commitments 2012/2013
Com Development	Tectona	Project funding				£10,800		
Com Development	Beyond the Gate	Project funding				£10,000		
Com Development	Stand Against Violence	Project funding				£30,000		
Com Development	Tectona (revised application)	Project funding				£3,650		
Com Development	YMCA	Project funding				£3,000		
Com Development	FUSE	Project funding				£6,000		
Com Development	Revive Youth Club	Project funding				£5,000		
Com Development	Holway LAT	Project funding				£2,790		
Com Development	Moving Together in Somerset	Project funding				£7,000		
Com Development	Halcon Youth Club	Project funding				£3,174		
			0.00	0.00	0.00	81,413.75	0.00	0

Name of VCS budget:	ECONOMIC DEVELOPMENT
Budget held by:	(e.g. Economic Development Lead)
Awards Authorised by:	Budget Holder (David Evans)
Purpose of Budget:	3 aims: Stimulating business and growth, ensuring skills and entrepreneurial workforce, creating an attractive business environment
Annual Budget:	Budget is split into two: Economic Development 103352 and Council's Reserves LABGI
Budget Amount:	Economic development 70,000 and Council's reserves (LABGI) 40,000 (one of payments normally tied in with planning applications.)
Application/Award/Monitoring process:	Application form and monitored as part of budget monitoring system on SAP

Service Area/Budget	Voluntary Sector Organisation	SLA/Project Funding/Grant/informal agreement	2007/2008	2008/09	2009/2010	2010/2011	Commitments 2011/2012	Commitments 2012/2013
Budget is split into two: Economic Development 103352 and Councils Reserves LABGI								
	Brewhouse	Grant (SLA in future)			202,000	152,000	152000	152000
	Young Enterprise + BIS	Grant (SLA in future)			5,000	10000	5000	5000
	Somerset Tourism Partnership	Grant (SLA in future)			25,000		0	0
	Job Clubs	Grant (SLA in future)			10,000			
	Priorswood Resource Centre	SLA			5,000	5,000	4,000	4,000
	The Link Centre	?			5,000	2,000	4,000	4,000
	The WHERE Centre	Contract not SLA			5,000	2,000	4,000	4,000
	10 Parish Arts Festival (guide & festival)	Grant				1,000		
	Wiveliscombe & Wellington Town Council	Grant				20,000	20,000	0
	Churches	Grant				9,500	9,500	0
					257,000	201,500	198,500	169,000

Name of VCS budget:	HOUSING
Budget held by:	<i>Steven Boland</i>
Awards Authorised by:	<i>Steven Boland</i>
Purpose of Budget:	<i>Help tenants (elderly and disabled)</i>

Application/Award/Monitoring process:	<i>(e.g. application form, lead decides, monitoring of spend on SAP)</i>							
Service Area/Budget	Voluntary Sector Organisation	SLA/Project Funding/Grant/informal agreement	2007/2008	2008/09	2009/2010	2010/2011	Commitments 2011/2012	Commitments 2012/2013
108929	Taunton Deane Association for Neighbourhood Care	SLA	10,000	10,000	10,000	10,000	10,000	10,000
	Prioswood Recource Centre	SLA	10,000	10,000	10,000	10,000	10,000	10,000
	Link Centre	SLA	10,000	10,000	10,000	10,000	10,000	10,000
	Tenant Forum	SLA	42,000	42,000	42,000	42,000	42,000	42,000
	Sheltered Housing	SLA	3,000	3,000	3,000	3,000	3,000	3,000
			75,000	75,000	75,000	75,000	75,000	75,000

Name of VCS budget:	Homeless prevention grants						
Purpose of Budget:							
Annual Budget:							
Match Funding Attracted							
Budget held by:	Please note that these grants are paid out of the CLG's Homelessness Grant. The money is not ring fenced to homelessness but there is an expectation from CLG that the Grant will be used for providing services to the homeless and preventing homelessness.						
Awards Authorised by:							
Application/Award/Monitoring process:							

Service Area/Budget	Voluntary Sector Organisation	SLA/Project Funding/Grant/informal agreement	2007/2008	2008/2009	2009/2010	2010/2011	Commitments 2011/2012	Commitments 2012/2013
Housing Options	Shelter	SLA					£6,000	
Housing Options	Open Door	SLA					£12,000	
Housing Options	Women's Aid	Informal					£5,000	
Housing Options	CAB	SLA					£6,200	
			0	0	0	0	29,200	0

Appendix 2 - Total Council Spend on VCS

Budget Holder	2011/2012	2012/2013	Notes
Strategy Unit	£235000	£200000	
Community Development – Arts Development	£20000	£12000	
Community Development – Youth Initiative Fund	£41228	£20000	
Community Development – Village Hall/Allotments	£46000	£46000	
Community Development – Parish Play Areas	£20000	£20000	
Economic Development	£198500	£169000	2012/13 Unconfirmed Figures include Brewhouse payment £152K
Housing – Tenants	£75000	£75000	2012/13 Unconfirmed
Housing – Homelessness	£29200	£29200	2012/13 Unconfirmed
Total Budget	£664928	£576200	

Appendix 3

Voluntary and Community Sector Funding 3 year Assessment Process

Year 1 – 2012/2013

July - Review of VCS Funding priorities criteria and guidelines for both SLA and small grant funding agreed/approved



August - Adverts placed inviting small grant applications and information made available on the website. VCS organisations that have been funded via SLA arrangements are contacted to come forward with requests for future funding.



November - Applications and requests for future SLA funding are received and checked for eligibility by relevant panel members from each service area. Eligible applications assessed against assessment criteria (using agreed matrix system) and scored



December - Panel meets to discuss applications received and review scoring. Applications that exceed the minimum required score are considered for funding. Panel discuss rationales and consider amounts of funding to be allocated and whether to fund through SLA's or small grants.



January – Small Grants: Relevant portfolio holders sign decision forms to be published in the Weekly Bulletin as part of the usual call in process
3 year SLA's: Recommended to Scrutiny and the Executive



February - All applying organisations informed of outcome of funding decisions



March – SLA and Small Grant Agreements are drafted and sent to all funded organisations for agreement.



April - Payment is made to all organisations

Years 2 and 3 – 2013/2014

June - Adverts placed inviting small grant applications for next round of funding and information made available on the website.



July - Applications and requests for future SLA funding are received and checked for eligibility by relevant panel members from each service area. Eligible applications assessed against assessment criteria (using agreed matrix system) and scored



August - Panel meets to discuss applications received and review scoring. Applications that exceed the minimum required score are considered for funding. Panel discuss rationales and consider amounts of small grant funding to be allocated.



August – Small Grants: Relevant portfolio holders sign decision forms to be published in the Weekly Bulletin as part of the usual call in process



September - All applying organisations informed of outcome of funding decisions



September – Small Grant Agreements are drafted and sent to all funded organisations for agreement.



October - Payment is made to all organisations



December - Adverts placed inviting small grant applications for next round of funding and information made available on the website.



January - Applications and requests for future SLA funding are received and checked for eligibility by relevant panel members from each service area. Eligible applications assessed against assessment criteria (using agreed matrix system) and scored



February - Panel meets to discuss applications received and review scoring. Applications that exceed the minimum required score are considered for funding. Panel discuss rationales and consider amounts of small grant funding to be allocated.



February – Small Grants: Relevant portfolio holders sign decision forms to be published in the Weekly Bulletin as part of the usual call in process



March - All applying organisations informed of outcome of funding decisions



March – Small Grant Agreements are drafted and sent to all funded organisations for agreement.



April - Payment is made to all organisations

Equality Impact Assessment – pro-forma

Responsible person	<i>Lisa Redston</i>	Job Title	<i>Strategy Officer, Strategy Unit</i>
Why are you completing the Equality Impact Assessment? (Please mark as appropriate)	Proposed new policy/service	VCS Funding Panel	
	Change to Policy/service		
	Budget/Financial decision – MTFP		
	Part of timetable		
What are you completing the Equality Impact Assessment on (which, service, MTFP proposal)	The Council has decided to establish a VCS Funding Panel.		
Section One – Scope of the assessment			
What are the main purposes/aims of the policy/decision/service?	The VCS Funding Panel (the panel) will be responsible for making recommendations to Councillors on the award of funding to the voluntary and community sector over a three year period from 2013 to 2016. The panel will be responsible for processing and assessing applications, making recommendations for funding, agreeing Service Level Agreements, and monitoring the funded organisations to ensure value for money.		
Which protected groups are targeted by the policy/decision/service?	There are no specific groups that are targeted by the panel. The panel will aim to ensure Council funding is used to help reduce or remove inequalities faced by vulnerable people, or those with protected characteristics.		
What evidence has been used in the assessment - data, engagement undertaken – please list each source that has been used The information can be found on....	<p>We have data on:</p> <p>Age and gender – mid year estimates 2010, however much of the data we hold on the other protected characteristics are based on 2001 data.</p> <p>Number of small grant applications that aim to help those with protected characteristics over the last 5 years.</p> <p>Performance data and annual reports from those organisations that are funded by SLAs that record data on service users with protected characteristics.</p> <p>The council holds a range of reports and evidence that identifies the needs of different protected groups such</p>		

	<p>as:</p> <p>The Woman’s Equality Network in Somerset research report – 2011</p> <p>Somerset Black Development Agency research report – 2011</p> <p>Quality of Life survey (disabled people)</p> <p>TDBC Disabled consultation with the TD Disability Discussion Group.</p> <p>Priority Area Strategy – Public consultation in North Taunton and Taunton East – 2011</p>
<p>Section two – Conclusion drawn about the impact of service/policy/function/change on different groups highlighting negative impact, unequal outcomes or missed opportunities for promoting equality</p>	
<p>The proposal to establish a VCS Funding Panel is a result of a review of the current grant and SLA funding systems across the Council.</p> <p>The review identified that the current methods used to award funding, lacked consistency and transparency, and that decisions were made by individual service areas without full consideration of other streams of funding across the authority.</p> <p>The proposed aims of the VCS Funding Panel are</p> <ul style="list-style-type: none"> • To introduce a single, transparent and efficient way of allocating grant aid across the Authority • To align application and award processes across the authority • To ensure all VCS organisations are treated fairly and equally. • To ensure that TDBC is compliant with the Somerset Compact • To ensure value for money by reducing duplication and ensuring effective delivery of the councils Corporate Aims through Voluntary Sector resources. <p>The panel will be responsible for making funding decisions/recommendations and allocating council resources. Increased transparency will be partly achieved through the use of a scoring matrix to assess funding applications.</p> <p>There is a risk to some VCS groups (and their service users) that their funding would be reduced or removed, or that some groups may receive increased funding. These decisions could potentially have an impact on those with protected characteristics or vulnerable people within the Community.</p> <p>To mitigate these risks, when making decisions/recommendations, the panel will need to be mindful of reducing negative impact and reducing inequalities in the community during the assessment process.</p> <p>Membership on the Panel should aim to be representative of the community or members should be able to provide insight into the needs of different groups within the community.</p>	

The Council has the ability, through the new Funding Panel, to promote equality through new funding agreements and service specifications with the Voluntary Sector to ensure that their services are accessible and inclusive and meet the priority needs of the Community.

I have concluded that there is/should be:

No major change - no adverse equality impact identified	
Adjust the policy/decision/service	The panel must ensure that the equality actions mentioned in the (action planning table below) are written into their applications, award and monitoring processes.
Continue with the policy/decision/service	
Stop and remove the policy/decision/service	

Reasons and documentation to support conclusions

Section four – Implementation – timescale for implementation

The VCS Funding panel will meet between May 2012 and July 2012 to agree the responsibilities of the panel, and to establish the practises and processes to be used during application, award and monitoring stages. Applications for 2013/2014 funding will be invited in July 2012, with recommendations being made to Member is December 2012.

Section Five – Sign off

Responsible officer	Management Team
Date	Date

Section six – Publication and monitoring

Published on

Next review date	Date logged on Covalent
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Action Planning

The table should be completed with all actions identified to mitigate the effects concluded.

Actions table						
Service area	VCS Funding Panel			Date	22 nd March 2012	
Identified issue drawn from your conclusions	Actions needed	Who is responsible?	By when?	How will this be monitored?	Expected outcomes from carrying out actions	
Panel members must be representative of the community or have insight into the needs of different groups within the community	Ensure the Panel members qualify					
Panel members must have received Equality and Diversity training within the last 3 years	Ensure the Panel members qualify					

<p>Eligibility criteria and scoring must reflect accessibility, inclusivity and helping those who are vulnerable because of their circumstances.</p>	<p>Build questions on inclusivity and accessibility into the application form.</p> <p>Agree on weighting for supporting those who are vulnerable due to their protected characteristics into the scoring mechanism.</p>				
<p>Panel members must complete Equality Impact Assessments during decision making</p>	<p>Ensure EIA's are built into the decision making and recommendation process.</p>				
<p>Ensure funded organisations are meeting Equality legislation and have good monitoring practises through SLA specifications</p>	<p>Build Equality clauses into any grant funding or service level agreement.</p> <p>Advise funded organisations to properly monitor the number of people the assist and their protected characteristics or to provide case studies of successes within the project.</p>				