

Education, Children and Families Committee

10am, Tuesday, 6 October 2015

Children and Families Grants to Third Parties 2016/19

Item number	8.1
Report number	
Executive/routine	
Wards	All

Executive summary

This report details the process to date for establishing a redesigned grants programme for April 2016 onwards in line with the requirement to do so by the Communities and Neighbourhoods Committee agreement “The transfer of responsibility for developing future grant programmes and making grant awards to executive committees” on February 11th 2014.

Links

Coalition pledges	P6 , P12 , P36
Council outcomes	CO1 , CO2 , CO3 , CO4 , CO5 , CO6 , CO10 , CO11 , CO12 , CO14 , CO20 , CO23 , CO25 , CO26
Single Outcome Agreement	SO2 , SO3

Children and Families Grants to Third Parties 2016/19

Recommendations

It is recommended that the Committee:

- 1.1 Notes the progress to date on the development of the new grants approach for 2016 onwards.
- 1.2 Agrees to receive a report containing award recommendations in December 2015.

Background

- 2.1 On 3rd March 2015 Committee noted the awards for 2015-16 to existing grant holders following the budget decisions of Council in February 2015. Given the pressures on the grants budget and the new approach being designed for 2016/17, Children and Families restricted access to the 2015/16 round to existing award holders.
- 2.2 The Committee also agreed that all grant programmes should be aligned to meet existing strategic plans, agreed commissioning themes and capital coalition pledge priorities. The revised process and programme will reflect this commitment
- 2.3 There remains a commitment to achieving a further reduction in expenditure in third sector grants and contracts as part of the Council's transformation programme. This will be taken into account in the development of the new approach.

Main report

- 3.1 At the meeting in May 2015 Committee received a report about progress in developing a new Children and Families grants approach and remitted the Elected Member Working Group to agree the approach.
- 3.2 The Elected Members Working group met for the last time on 9th June 2015 and agreed a paper outlining the key elements of the new programme. The agreed paper is attached as appendix 1.
- 3.3 The paper identified two grant programmes to go forward. The first was a three year main grants programme and the second, an annual small grants programme. It was also agreed that 95% of the budget would be distributed through the main grants programme and 5% through the small grants programme.

- 3.4 Application forms with guidance documents for the main grants programme were made available via the Compact website on 17th August 2015. Included in the guidance is information on scoring and weighting of responses to the questions contained in the application form.
- 3.5 A total of seven briefings for organisations were held at Waverley Court over the summer attracting over 150 individuals. The briefings gave applicants background information and highlighted the new application process. Elected members were invited to observe these sessions and a number took up the offer.
- 3.6 The closing date for applications was agreed to be 25th September 2015 which allows assessment to be taken forward over October and November with award proposals to be submitted to Committee for approval in early December. Assessment of each application will be undertaken by three officers from Children and Families initially independently but then brought together to agree a consensus score. The Executive Director of Communities and Families with support from the Chief Officers of the Children's Partnership will oversee the process to ensure a city wide strategic and an equitable geographical spread of services which meets Council and Children's Partnership strategic objectives for children.
- 3.7 The number of organisations sending representatives to the briefings indicates that there is likely to be a high level of applications and it is expected that the level of requests will greatly exceed the budget available. In light of this and to respond to feedback from voluntary sector organisations it is proposed that there will be some discretion, if needed, to agree smaller allocations than applied for. This will ensure that the grants fund overall achieves maximum value for money. The timescale allows organisations that are currently funded but not successful in the new programme, to make the appropriate arrangements to meet any contractual obligations to staff.
- 3.8 Work will continue to develop the application process for the small grants programme so that Committee can receive an awards recommendation report in March 2016.

Measures of success

- 4.1 Each grant recipient will be required to complete a funding agreement that details SMART targets to be achieved by the organisation within the funding period. The achievement of these targets contributes to the outcomes in the Commissioning Plan themes.

Financial impact

- 5.1 The new programme has been developed in accordance with the budget available, taking account of the requirement to make further savings from expenditure on third party grants and contracts in 2016 and 2017 as per the Council's commitments. To

minimise the impact of this on the award holders, it is proposed that any allocation of three year grant awards takes account of this at the point of award in order to allow organisations to plan appropriately.

Risk, policy, compliance and governance impact

- 6.1 This report is compliant with the recommendations of the Review of Grants to Third Parties. Further reports to Committee in December 2015 and March 2016 will contain grant award recommendations.

Equalities impact

- 7.1 The funding of activity by third parties through grant aid contributes to the Council's delivery of its Equality Act 2000 duty to seek to eliminate unlawful discrimination, harassment and victimisation, and to advance equality and foster good relations.

Sustainability impact

- 8.1 The awarding of grants to third parties enables the Council to meet Climate Change (Scotland) Act 2009 Public Bodies Duties as well as contributing to the city's Sustainable Edinburgh 2020 objectives.

Consultation and engagement

- 9.1 This process has been underpinned by a commitment to engage and consult with stakeholders
- 9.2 Steps have been taken at each stage to ensure that existing award holders – and potential new applicants – have been kept informed about the new approach and invited to contribute to its development.
- 9.3 Regular updates have been posted on the EVOC and Compact websites

Background reading/external references

[Children and Families Grants to Third Parties 2015-16 Report May 2015](#)

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Links

Coalition pledges	<p>P6 - Establish city-wide co-operatives for affordable childcare for working parents</p> <p>P12 - Work with health, police and third sector agencies to expand existing and effective drug and alcohol treatment programmes</p> <p>P36 - Develop improved partnership working across the Capital and with the voluntary sector to build on the “Total Craigroyston” model</p>
Council outcomes	<p>CO1 - Our children have the best start in life, are able to make and sustain relationships and are ready to succeed</p> <p>CO2 - Our children and young people are successful learners, confident individuals and responsible citizens making a positive contribution to their communities</p> <p>CO3 - Our children and young people at risk, or with a disability, have improved life chances</p> <p>CO4 - Our children and young people are physically and emotionally healthy</p> <p>CO5 - Our children and young people are safe from harm or fear of harm, and do not harm others within their communities</p> <p>CO6 - Our children’s and young people’s outcomes are not undermined by poverty and inequality</p> <p>CO10 - Improved health and reduced inequalities</p> <p>CO11 - Preventative and personalised support in place</p> <p>CO12 - Edinburgh’s carers are supported</p> <p>CO14 - Communities have the capacity to help support people</p> <p>CO20 - Culture, sport and major events – Edinburgh continues to be a leading cultural city where culture and sport play a central part in the lives and futures of citizens</p> <p>CO23 - Well engaged and well informed – Communities and individuals are empowered and supported to improve local outcomes and foster a sense of community</p> <p>CO25 - The Council has efficient and effective services that deliver on objectives</p> <p>CO26 - The Council engages with stakeholders and works in partnership to improve services and deliver on agreed objectives</p>

Single Outcome Agreement

SO2 - Edinburgh's citizens experience improved health and wellbeing, with reduced inequalities in health

SO3 - Edinburgh's children and young people enjoy their childhood and fulfil their potential

Appendices

1 - Proposals for Children and Families New Grants Approach 2016-2019

Proposals for Children and Families New Grants Approach 2016-2019

Coproduction is the term applied to working with service users, providers and other stakeholders to identify the requirements of a service

In June 2014, the Communities and Neighbourhoods Committee endorsed the Compact Partnership's description and principles of co-production, as follows:

Definition, *"To co-produce is to build something together, to co-create, to jointly develop and innovate."*

Principles, *"Co-Production is about equal and respectful, trusting and purposeful relationships between:*

policy-makers and those affected by policies and outcomes;

- i. service providers and service users; and*
- ii. budget decision-makers and those affected by budget decisions."*

Sometimes the term 'coproduction' is not easily understood or misinterpreted, think of it as working collaboratively with service users, providers and other interests to help shape a policy, strategy or in service design and review. Another way of looking at this is, *"a process where service users work alongside professionals as partners in the design and delivery of services."*

It is proposed that:

1. A Main Grants Programme (MGP) is established.
2. This is a three year programme using 95% of the available budget.
3. Whilst the MGP will be a citywide programme, many applications will be for local service delivery.
4. For the initial three year cycle, until the Council's neighbourhood management model is fully developed and implemented, the assessment of all applications for the MGP is carried out centrally.
5. A review of this 2016-19 MGP should take place towards the end of year 2 and that consideration be given to the practicalities of adopting a more localised approach for future programmes as part of this process.
6. In addition to showing how the organisation's proposed activity delivers outcomes which contribute to Edinburgh's agreed priorities* for children's services, applicants will be invited to evidence commitment to service user involvement and to working in partnership and, where appropriate, to show how their work supports the Capital Coalition pledges. *(as contained in the Commissioning Plan and Integrated Plan for Children and Young People)

7. Applications are made using word application form and Excel spreadsheet for financial information. The forms would also be accompanied by the latest set of accounts, the governing document of the organisation and three year business plan.
8. Guidance is issued to assist completion of the form and briefing sessions held for potential applicants from late July – early September. Elected members will be invited to attend and observe the briefing sessions.
9. Fully completed applications to be submitted by Friday 25th September at 3pm. Organisations will be encouraged to submit early to ensure that their application is complete and ready for assessment.
10. Organisations will be encouraged to attend briefing sessions on the application process and a central point of contact will be provided to assist with queries.
11. Initial scoring of applications will be carried out by Children and Families officers. These officers would come together to agree consensus scores on each application. These officers would not know whether the applications they considered would be funded. (Training/briefing sessions will be held in September for officers to ensure a consistent approach to scoring applications).
12. The scores of all applications are brought together to produce a table where the applications are ranked. The available budget would be applied to this table to see how far down the ranking the budget would cover. These bids would get 100% of the amount requested and reduced/partial awards are not considered.
13. A report with the table of ranked applications with award recommendations is presented to Education, Children and Families Committee in December for decisions on the allocation of the available budget.
14. The issue of core costs is not considered in isolation but rather that applications are assessed on the basis of the applicant clearly demonstrating that the proposed activity achieves the appropriate outcomes. The costs of delivering this activity would therefore be supported irrespective of *the proportion* of this allocated to core costs.
15. A Small Grants Programme (SGP) should also established
16. The SGP comprises 5% of the available budget.
17. The SGP has a minimum award level of £1,000 and a maximum of £10,000 and that the guidance for applications is not too prescriptive or restrictive but still retains a focus on outcomes allowing the grant to be accessed for revenue funding, project funding, testing new approaches and capacity building for organisations.
18. The SGP should also reviewed after the first tranche of funding is allocated.

19. The SGP operates to a different timetable with award recommendations being brought to the Education, Children and Families Committee meeting of 1st March 2016 for approval.

The principles of collaboration, coproduction and cooperative working should continue to inform this approach and opportunities to gather feedback on an ongoing basis should be created and fully utilised.