

Notice of meeting and agenda

Education, Children and Families Committee

10am, Thursday, 11 February 2016

Council Chamber, City Chambers, High Street, Edinburgh

This is a public meeting and members of the public are welcome to attend

Contact

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1. Order of business

- 1.1 Including any notices of motion and any other items of business submitted as urgent for consideration at the meeting.

2. Declaration of interests

- 2.1 Members should declare any financial and non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.

3. Deputations

- 3.1 North Edinburgh Young People's Forum (in regard to funding for Ratho/Pilton Retreat)
- 3.2 Nari Kallyan Shangho
- 3.3 Jack Kane Centre Management Committee

4. Reports

- 4.1 Children and Families Revenue Grants to Third Parties 2016-19 - report by the Acting Executive Director of Communities and Families (circulated)

Kirsty-Louise Campbell

Interim Head of Strategy and Insight

Committee Members

Councillors Godzik (Convener), Fullerton (Vice-Convener), Aitken, Aldridge, Austin Hart, Bridgman, Child, Nick Cook, Corbett, Day, Jackson, Key, Lewis, Lunn, Main, Milligan, Redpath, Robson, Rust, Tymkewycz, Burns (ex-officio) and Howat (ex-officio),
For Education items – Marie Allan, Rev Thomas Coupar, Allan Crosbie, Craig Duncan, Alexander Ramage and John Swinburne.

Information about the Education, Children and Families Committee

The Education, Children and Families Committee consists of 22 Councillors, 3 religious representatives, 2 teacher representatives and 1 parent representative and is appointed by the City of Edinburgh Council. The Education, Children and Families Committee usually meets every eight weeks.

The Education, Children and Families Committee usually meet in the Council Chamber in the City Chambers on the High Street in Edinburgh. There is a seated public gallery and the meeting is open to all members of the public.

Further information

If you have any questions about the agenda or meeting arrangements, please contact Morris Smith or Ross Murray, Committee Services, City of Edinburgh Council, Business Centre 2.1, Waverley Court, 4 East Market Street, Edinburgh EH8 8BG, Tel 0131 529 4227/0131 469 3870, e-mail morris.smith@edinburgh.gov.uk / ross.murray@edinburgh.gov.uk

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Education, Children and Families Committee

10am, Thursday, 11 February 2016

Children and Families Revenue Grants to Third Parties 2016/19

Item number 4.1
Report number
Executive/routine
Wards

Executive Summary

This report details the awards of revenue grants to organisations following the new procedures approved by Education, Children and Families Committee in May and October 2015. Awards are made for three years unless stated otherwise. The report also outlines a Small Grants Programme for awards of between £1,000 and £10,000, with funding proposals to be reported in March 2016.

Links

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

Children and Families Revenue Grants to Third Parties 2016/19

1. Recommendations

Committee is asked to:

- 1.1 Note the work of the Third Party Grants short life working group and the reports of 3 March 2015, 19 May 2015 and 6 October 2015 which outlined the proposed approach.
- 1.2 Welcome the range and scope of applicants and the large number of new partners committed to working towards the objectives set out by the Council and the Children's Partnership.
- 1.3 Note the input from the Chief Officers of the Children's Partnership, including input from NHS Lothian, Police Scotland and EVOC.
- 1.4 Note the external scrutiny of the application process which concluded that the process was a 'well-planned, considered and co-produced approach to a grant application process'.
- 1.5 Agree that the points highlighted in 3.6 be considered for future application processes.
- 1.6 Agree the recommendations in the report and outlined in Appendix 1 and the proposed distribution of 95% current funding for existing partners and 50% for new applicants.
- 1.7 Recognise, however, that some organisations which have previously been awarded Council funding have not been successful, and agree to award six of these organisations one year of funding at 95% of their 15/16 award to assist with transition. In addition, for one other organisation, a request will be made to Finance and Resources Committee for a one year contract extension. The value of this will be 95% of the 2015/16 contract value. The progress of these organisations will be monitored during this transition.
- 1.8 Note that meetings with all existing but unsuccessful applicants will be offered. These meetings will investigate what additional internal and external assistance and support can be provided to these organisations to explore other sources of funding, and this support will also be offered to those new applicants who have moved from contracts to grant.
- 1.9 Note that funding is also available through the Small Grants Programme.

- 1.10 Agree to receive a report in March 2016 on proposed awards from the Small Grants Programme.
- 1.11 Note also that a decision has been taken to delay the process of commissioning for universal youth work. This will be reviewed in 2016/17.

2. Background

- 2.1 On 6 October 2015 Education, Children and Families Committee approved the process for establishing a redesigned grants process for April 2016 onwards. This was in line with the requirement to do so by the Communities and Neighbourhood Committee report 'Review of Council Grants to Third Parties, 2013/14: Final Report' on 11 February 2014 (ratified at Full Council on 13 March 2014) and its approved recommendation to transfer responsibility for developing future grant programmes and making grant awards to executive committees.
- 2.2 The report to Communities and Neighbourhood Committee on 11 February 2014 states, in paragraph 2.7, that 'it should be noted that the development and implementation of new grant programmes as well as further development of commissioning approaches will likely lead to a change in the pattern of investment. In this regard, and as part of the implementation of the policy framework, a disinvestment protocol will be developed from existing practices to ensure that the Council does all it can to mitigate potential negative impacts from disinvestment on service delivery'.
- 2.3 An Elected Member Working Group, with representation from each political group, was set up to take forward the development of the future grant programme and make grant awards in Children and Families. It met seven times in total from 2 October 2014 to 9 June 2015. At this final meeting, its recommendations were unanimously agreed, and appended to the Revenue Grant report approved at Education, Children and Families Committee on 6 October 2015. The Minutes of the Working Group on 9 June noted that EVOC and Elected Members would be invited to attend all the briefing sessions to be set up for potential applicants. The minutes further agreed that application scores would not be released; however, detailed feedback would be provided to unsuccessful applicants if requested.
- 2.4 Following the decision at Communities and Neighbourhood Committee on 11 February, and its ratification at Full Council on 13 March 2014, the new proposals for the Revenue Grants programme were reported to Education, Children and Families Committee on 3 March 2015. This was followed up by a progress report on 19 May 2015, which stressed the co-production nature of the new process. Care was taken at each stage to ensure that existing award holders and potential new applicants were kept informed of the new approach and invited to contribute to its development.
- 2.5 Co-production events (11 December 2014 and 23 February 2015) were held with voluntary organisations. 80 organisations attended the first; 40 attended the

second. Additionally, an on-line survey was carried out, which closed on 17 April 2015 (the findings from which were appended to the May report). These activities focused on what works well, what needs to change and what organisations would like to see in the future. Taking account of this feedback and information, the Elected Members Working Group began work to finalise its recommendations for the new approach.

- 2.6 The proposals of the Elected Members Working Group were reported to Education, Children and Families Committee on 6 October 2015. This highlighted that, over summer, seven briefing sessions had been held with potential applicants and attracted over 150 individuals. Elected Members were invited to observe these sessions and some took up the offer. These briefings provided background information and highlighted the new application process.
- 2.7 The October report also noted that the high attendance at the briefing sessions indicated that the level of funding requests was likely to greatly exceed the budget available. It went on to state (paragraph 3.7) that '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'. Furthermore, it states that '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'.
- 2.8 The Council has a target to reduce Third Party expenditure by 10% over the period 2015/16 to 2017/18. This grants process has contributed towards the Communities and Families share of this target.

3. Main report

- 3.1 A closing date of 25 September 2015 was set for grant applications. In total, 107 applications were received. Of these, 26 were from new applicants. The total value of grant applications was £6,414,169.
- 3.2 In 2016/17, a total amount of £3.190m is available for revenue grants. Of this, £108K has been set aside for a Small Grants Programme, leaving £3.082m for the Main Grants Programme. This includes £328k to provide interim support at 95% for six organisations for one year. In 2017/18 and 2018/19, the total available for revenue grants is £2.942m, of which £108k has been set aside for the Small Grants Programme. This leaves £2.834m for the Main Grants Programme.
- 3.3 All applications received were scored according to the same criteria, following the same process. Applications were not compared against each other, but scored according to whether or not they met the requirements. Scores were awarded based on what was submitted in the bid only - not on the basis of any prior knowledge, experience or opinion of an organisation, or personal interest. All assessors signed a form to indicate either that there was no conflict of interest or to

flag up potential conflicts, e.g. an assessor scoring applications from their own area/partnership. Where a conflict of interest was identified, assessors were not involved in assessing that application. Assessment of each application was undertaken by three officers from Children and Families and NHS Lothian independently, and who were then brought together, as required, to agree a consensus score. In addition, Finance checked the most recent accounts of each applicant to ensure financial viability prior to any award recommendation being made.

- 3.4 Following that assessment, appropriate officers liaised with other Council service areas and, in instances where organisations submitted the same application to more than one Council service area, discussion took place about the most appropriate sources of funding. The Council has a responsibility to ensure that the same work is not funded more than once. The Executive Director of Communities and Families, with support from the Chief Officers of the Children's Partnership, oversaw 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 and young people.
- 3.5 An additional level of scrutiny was requested, and an independent external organisation was contracted to provide this. This organisation, over ten days, reviewed the revenue grant process generally and selected 49 of the applications for in depth reassessment. Its staff who undertook the exercise all had experience of application assessment, performance management and provision of advisory services to Third Sector organisations involved in children and youth work provision. The review states that 'it seemed to be a well-planned, considered and co-produced approach to a grant application process'. It reviews six aspects of the revenue grants process, and comments favourably on each:
 - 3.5.1 The application process: The pre-application and preparatory processes 'appear comprehensive and inclusive, with evidence of consultation with the cross-section of the Third Sector involved in CEC's desired outcomes for Children and Families'. The application form was 'short, succinct and did not appear onerous to complete'.
 - 3.5.2 The training for assessors: This 'looked clear on paper and the vast majority of assessors attended the same session which is helpful from a consistency perspective'.
 - 3.5.3 The arrangements for how assessors actually conducted their assessments: This was considered 'clear and rigorous. Assessors were in groups of three and rated independently and then discussed scores, therefore not being influenced by one other. Only if there was not consensus did a discussion ensue and that was facilitated by other colleagues. This facilitated rigour and cross-checking within groups'.
 - 3.5.4 The effectiveness of the grading/marking scheme that was applied to the applications: This was, in general, 'effective in differentiating between

applicants. There was consideration given in the weightings to arrive at the best selection of applicants to support CEC's outcomes for Children and Families. The consensus approach was introduced as a sensible measure to reduce within group variances, and this seemed to work well in principle'.

- 3.5.5 The extent to which the grading of applications was rigorously applied to achieve a consistent outcome: This was 'applied rigorously and the process was successful in differentiating applicants. The independent review broadly supports the outcome with only a small number of applicants recommended for further review by CEC'. After further review, the original decisions stood.
- 3.5.6 Suggestions for confirming/adjusting the order of applications in terms of worthiness. In general, their process of independently rating 49 of 107 applications resulted in a consensus with CEC scoring and ranking. This followed independent review of the chosen applicants without reference to the CEC assessor sheet. The independent assessors' scores fell within the range of CEC assessor scores. The review did identify a small number of minor arithmetical errors in adding up scores but these were found to have no bearing on the position of organisations in the overall ranking.
- 3.6 The external scrutiny did, however, make some specific recommendations under each of the six aspects reviewed and, additionally, some general recommendations for improvement. These include:
 - 3.6.1 Fewer assessors are involved in future assessments and consideration is given to a deeper review with much more time available for assessment, reflection, intelligent oversight and checking by an expert panel;
 - 3.6.2 Overall and individual scoring for applications be checked and recorded in a spreadsheet to highlight variances;
 - 3.6.3 In addition to detailed guidance notes for the completion of applications there should be application clinics, in particular for those organisations which are not used to formal application processes;
 - 3.6.4 Greater insight for the assessor on the financial background and forecast spend for the projects to allow for a more rounded assessment;
 - 3.6.5 That differentiation is applied between new and tried and tested projects.
- 3.7 It is proposed to award successful new applicants 50% of the total they applied for. Successful applicants who received revenue grants in 15/16 will be awarded 95% of the amount awarded last year. This is in response to feedback from the voluntary sector that challenged an 'all or nothing' approach to awarding grants, and also in order to achieve maximum value for money by allowing more organisations to receive grants. This is also consistent with paragraph 3.7 of the report to Education, Children and Families in October 2015 (see paragraph 2.7 above). The financial sustainability of all applicant organisations is checked in order to reduce the financial risk to the Council. All awards are for three years unless stated otherwise.

- 3.8 Ongoing monitoring of organisations that receive a grant will be in place, and the Council will reserve the right to withdraw funding and recommend an alternative form of support for any organisation that becomes financially unviable.
- 3.9 In order to minimise the possibility of duplicate funding, applications were cross - referenced with those received by other Council budget holders, including Health Inequalities Standing Group, Health and Social Care, Edinburgh Drugs and Alcohol Partnership and Employability Pipeline.
- 3.10 Two organisations have been reassigned from a contract to a grant and, as a result, have been awarded the corresponding amount which was transferred into the revenue grants budget.
- 3.11 Six organisations that previously received grants but which did not score sufficiently highly to merit recommendation for an award this time will receive interim support in the form of a 12 month award of 95% of the total they received in 2015/16. For one other organisation a request will be made to Finance and Resources Committee for a contract extension of 95% of its contract value for 2015/16. Finance officers in the Council consider these organisations to be especially vulnerable without this interim support. Ongoing support will be provided to these organisations and the Council will investigate what external assistance can be provided. Their progress in accessing alternative funding during this transition period will be monitored. Four organisations were referred to the Small Grants Programme, one organisation will be supported to enable them to apply to alternative funds, and five organisations will have the opportunity to tender for future youth work contracts.
- 3.12 In addition, a small fund will be set aside to support the development of breakfast clubs in areas of deprivation in the city. This will be £2,888 in 2016/17, increasing to £57,746 in 2017/18 and 2018/19. The fund will support the actions to develop universal breakfast club provision and ensure access for all children living in poverty as are detailed in the Children's Partnership's Integrated Plan for Children and Young People, specifically Strategic Outcome 1 (our children have the best start in life, are able to make and sustain relationships and are ready to succeed) and Strategic Outcome 6 (our children and young people's outcomes are not undermined by poverty and inequality). It also contributes to Coalition Pledge 6 (establish city-wide co-operatives for affordable childcare for working parents).
- 3.13 The Small Grants Programme opened for applications in December 2015 and has a minimum award level of £1,000 and a maximum of £10,000. The guidance for applicants is less prescriptive than the Main Grants Programme but still retains a focus on outcomes, allowing the grant to be used for revenue funding, project funding, testing new approaches and capacity building for organisations. It is proposed to bring award recommendations to the Education, Children and Families Committee meeting of 1 March 2016 for approval.
- 3.14 As the report 'Youth Work Services - Proposed New Contract Arrangements', approved at the Education, Children and Families Committee on 6 October 2015, states, a tender process for contracts for universal open access youth work

services is currently being designed. Although the specification is still to be finalised, the tenders will be awarded for two years to start from April 2017. The specification will be drawn up following extensive consultation with young people via on-line surveys and focus groups. This will include young people who currently participate in youth work activities as well as those who don't. We will continue to build on the survey which asked a range of quantitative and qualitative questions in relation to whether respondents participate in youth clubs/youth work or not and why; what they think is best about it and what needs to change; where they would ideally like to go for youth clubs/youth work; and, how youth workers should communicate with young people. On the basis of this, a draft tender will be shared with internal and external stakeholders with a view to gathering feedback and suggestions in order that a final tender can be prepared. Additionally, section 3.7 of the October Youth Work Services report stated 'the award of three year grants by Committee in December 2015 is likely to include some open youth work delivery and the mapping of the work that will result will also be used when drawing up the new specification'. The Youth Work Contracts will have a particular focus on areas of deprivation and meeting the needs of the young people who live there, and will be an important part of local initiatives focused on early intervention and prevention.

4. Measures of success

- 4.1 Each grant recipient is 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 Integrated Plan for Children and Young People.

5. Financial impact

- 5.1 The total figure for the Main Grant Programme award in Appendix 1 is £3.082m in 2016/17 and £2.834 in 2017/18 and 2018/19. The new programme has been developed in accordance with the budget available and taking account of the requirement to make savings from expenditure on third party grants.

6. Risk, policy, compliance and governance impact

- 6.1 This report is compliant with the recommendations of the Review of Grants to Third Parties and complemented by the co-production process to redesign the Children and Families approach to grants for 2016/17 onwards approved at Committee in October 2015.

7. 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.

8. 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.

9. Consultation and engagement

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

10. Background reading/external references

- 10.1 [Youth Work Services: Proposed new contract arrangements](#)
- 10.2 [Revenue Grants Report, E, C & F Committee, 3 March 2015](#)
- 10.3 [Revenue Grants Report, E, C & F Committee, 19 May 2015](#)
- 10.4 [Revenue Grants Report, E, C & F Committee, 6 October 2015](#)

Alistair Gaw

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Coalition pledges

- P6 - Establish city-wide co-operatives for affordable childcare for working parents
- P12 - Work with health, police and third sector agencies to expand existing and effective drug and alcohol treatment programmes
- P36 - Develop improved partnership working across the Capital and with the voluntary sector to build on the “Total Craigroyston” model

Council outcomes

- CO1 - Our children have the best start in life, are able to make and sustain relationships and are ready to succeed
- CO2 - Our children and young people are successful learners, confident individuals and responsible citizens making a positive contribution to their communities
- CO3 - Our children and young people at risk, or with a disability, have improved life chances
- CO4 - Our children and young people are physically and emotionally healthy
- CO5 - Our children and young people are safe from harm or fear of harm, and do not harm others within their communities
- CO6 - Our children’s and young people’s outcomes are not undermined by poverty and inequality
- CO10 - Improved health and reduced inequalities
- CO11 - Preventative and personalised support in place
- CO14 - Communities have the capacity to help support people
- 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
- CO23 - Well engaged and well informed – Communities and individuals are empowered and supported to improve local outcomes and foster a sense of community
- CO25 - The Council has efficient and effective services that deliver on objectives
- CO26 - The Council engages with stakeholders and works in partnership to improve services and deliver on agreed objectives

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 - Awards to Organisations

Appendix 1
Children & Families Grants to Third Parties 2016/19

Applicant Organisation	16/17	17/18	18/19
Venture Scotland - Journey 2 Change	32,200	32,200	32,200
Project Scotland	24,264	24,264	24,264
Royston Wardieburn Community Centre - Breakfast Club	25,874	25,874	25,874
Pilmey Development Project - Youth Work Services	32,259	32,259	32,259
Multi-Cultural Family Base - Early Years Service	62,348	62,348	62,348
Broomhouse Centre	15,805	15,805	15,805
LGBT - Youth Scotland	27,532	27,532	27,532
Gorgie City Farm	109,214	109,214	109,214
Family Mediation	33,250	33,250	33,250
Oxgangs Care - Sure Start project	45,607	45,607	45,607
The Junction - Nested Provision	93,202	93,202	93,202
Positive Realities	20,000	20,000	20,000
Men in Childcare	32,153	32,153	32,153
The Yard	78,234	78,234	78,234
Smart Play Network - Play Plus Toy Library	10,114	10,114	10,114
Craigmillar Books for Babies	9,165	9,165	9,165
Venture Trust - Inspiring Young Futures in Edinburgh	22,050	22,050	22,050
Capability Scotland	62,248	62,248	62,248
Crossreach - Perinatal Depression Services Lothian	11,500	11,500	11,500
Edinburgh Women's Aid - CEDAR Project	40,057	40,057	40,057
Pilton Community Health Project	23,319	23,319	23,319
HOT - Alcohol Support/Emotional Health/Turn Around	138,264	138,264	138,264
Wester Hailes Youth Agency	34,291	34,291	34,291
Safe Families for Scotland - Edinburgh	33,000	33,000	33,000
CIRCLE - Haven/ISSEP	137,310	137,310	137,310
Home Start - Leith & North East Edinburgh	99,750	99,750	99,750
Jack Kane Centre Comm Wing - 208 Youth State	67,560	67,560	67,560
Pilton Youth and Children's Project - Intensive Support	78,106	78,106	78,106
Lothian Association of Youth Clubs	50,097	50,097	50,097
Royal Zoological Society - Conservation Kids	32,998	32,998	32,998
RUTS	11,471	11,471	11,471
ScoreScotland	38,000	38,000	38,000
FABB Scotland	35,196	35,196	35,196
Sikh Sanjog	20,237	20,237	20,237
SLEEP Scotland	11,194	11,194	11,194
The Ripple	101,207	101,207	101,207
Citadel - Families Project	34,500	34,500	34,500
Dunedin Canmore - Youth Project	6,676	6,676	6,676
WHALE	29,000	29,000	29,000
Stepping Stones (North East)	83,434	83,434	83,434
Friends of the award	13,780	13,780	13,780
Home Link - Volunteer	44,438	44,438	44,438
Afasic Scotland	20,500	20,500	20,500
Move On - Youth and Community Skills Programme	17,500	17,500	17,500
Home Start - West & South West	48,145	48,145	48,145
Strange Town	28,500	28,500	28,500
Children 1st - Edinburgh Supporting Families	87,254	87,254	87,254

Firsthand - Early Years	66,939	66,939	66,939
One Parent Families Scotland - Lone Fathers	35,350	35,350	35,350
Rock Trust	16,500	16,500	16,500
Firsthand - Children with Disabilities Family Support	23,000	23,000	23,000
Saheliya - Children in Mind	18,500	18,500	18,500
Place2be	46,588	46,588	46,588
The Big Project	25,500	25,500	25,500
Citadel Youth Centre - Community Based Youth Work Service	48,840	74,000	74,000
Clan Childlaw	14,500	14,500	14,500
Edinburgh City Youth Café - 6VT Drop In Services	31,000	31,000	31,000
West Granton Community Trust - The Prentice Centre: Playgroup/Supporting Young People at Risk	44,000	44,000	44,000
EVOC (East Holiday Programme)	27,500	27,500	27,500
Pilmey Youth Centre	21,700	21,700	21,700
Kindred	12,902	12,902	12,902
Multi-Cultural Family Base (4 Corner)	27,356	27,356	27,356
Couple Counselling Lothian	15,639	15,639	15,639
Lothian Autistic	33,000	33,000	33,000
Dr Bells Family Centre - Community Creche	47,123	47,123	47,123
Muirhouse Youth Development Group	81,905	81,905	81,905
Breakfast Club Development fund	2,888	57,746	57,746
Sub Total Recommended Award	2,753,533	2,833,551	2,833,551

Organisation 1	38,006	0	0
Organisation 2	37,205	0	0
Organisation 3	91,015	0	0
Organisation 4	18,726	0	0
Organisation 5	36,132	0	0
Organisation 6	107,207	0	0
Sub Total Recommended 95% award for 1 Year	328,291	0	0

TOTAL AWARDS	3,081,824	2,833,551	2,833,551
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