Item 10

2nd November 2016

Glasgow Community Planning Partnership

Calton Area Partnership

Report by Director of Governance and Solicitor to the Council

Contact: Andrew McMillan Telephone: 0141 276 9863

INTEGRATED GRANT FUND (IGF) REVIEW: AREA BUDGET

Purpose of Report:

To provide the Area Partnership with a final update on the introduction of the new IGF Area Budget scheme, in accordance with the recommendations agreed by Glasgow City Council's Executive Committee in June 2015.

Recommendations:

The Area Partnership is asked to note:

(1) the contents of the report;

(2) the introduction of the new Area Budget scheme, in accordance with the IGF Review recommendations; and

(3) that the impact of the new processes will be reviewed in the autumn of 2017 and a further report submitted to the Area Partnership at that time.

Glasgow Community Planning Partnership priorities:

Specify which priorities this report is in relation to and which underlying principles support the development activity.

SOA | *Alcohol*	Yes / No ☒ / ☐	SOA | Principle *Early Intervention*	Yes / No ☒ / ☐
SOA | *Vulnerable People; Preventing Homelessness*	Yes / No ☒ / ☐	SOA | Principle *Equality*	Yes / No ☒ / ☐
SOA | *Vulnerable People; In-Work Poverty*	Yes / No ☒ / ☐	SOA | Principle *Sustainable Change*	Yes / No ☒ / ☐
SOA | *Youth Employment*	Yes / No ☒ / ☐	**If other priority, please provide details here:**	
SOA | *Thriving Places*	Yes / No ☒ / ☐		
Other Priority	Yes / No ☐ / ☐		

1. Introduction

1.1 This report provides the Area Partnership with a final update on the introduction of the new IGF Area Budget scheme, which came into effect for Area Budget requests and/or Area Budget applications received after the 1st August 2016.

2. Background

2.1 The Council's Executive Committee on 25 June 2015 approved a report and appendices setting out 23 recommendations in relation to the IGF Area Budget.

2.2 Members will recall that the recommendations were developed following consultation, including survey monkey, workshops and meetings, with a range of stakeholders including members of both the Area Partnerships and the Sector Partnerships.

2.3 This report updates the Area Partnership on the implementation of the Area Budget Review recommendations within the new Area Budget scheme. The provision of the report is in accordance with one of the IGF Area Budget Review recommendations that "*A report will be provided to Area Partnerships … confirming the application and assessment process"*. Officers implementing the new Area Budget progress will be guided by an Operations Manual.

3. Approved Recommendations for Implementation

3.1 The AP has been regularly provided with progress updates on the actions taken against each of the recommendations. The recommendations relate to:

i) the investment strategy (3 recommendations);
ii) the eligibility criteria (2);
iii) the eligibility of public sector applications (3);
iv) minimum and maximum awards (3);
v) the application process (3);
vi) delegated authority (5); and
vii) community budgeting (4).

3.2 In summary, the main objective of the IGF Area Budget Review recommendations was to develop a more efficient scheme that widens access to the funding whilst ensuring that the funding is a) targeted at local priorities and b) complements and is consistent with the overall IGF objectives and those of Glasgow City Council/Glasgow Community Planning Partnership. To achieve this objective, the recommendations proposed, in operational terms, a scheme with

- A simpler application process to encourage wider participation;
- A consistent assessment process;
- A streamlined but accountable decision making process; and
- Efficient grant management and monitoring processes.

3.3 The new approach has been in place for Area Budget requests and/or Area Budget proposals received after the 1st August 2016. A summary of the main changes in the Area Budget process for applicants and for Area Partnership members are:

3.3.1 **Simpler Application Process**: The process changes are:

- ✓ A Central Contact Point (CPP@glasgow.gov.uk) where applicants can request an application; receive guidance about an application and submit an application to;

- ✓ Shorter Application Forms, including a separate form for bus hire applications; and

- ✓ One Internet Location to access all application guidance documentation, including a document providing details on the Area Partnership's local priorities, meetings dates and the deadline dates for submitting applications in sufficient time to be assessed prior to the meeting. (https://www.glasgow.gov.uk/index.aspx?articleid=18748)

3.3.2 **Consistent Assessment Process**: The process changes are:

- ✓ Consistent Eligibility Criteria: The new criteria are as follows:

  - Fit with Priorities including local AP priorities;
  - "Strong Case for Consideration";
  - Organisational Governance;
  - IGF Compliance;
  - Public Sector Eligibility;
  - Minimum Award (£300);
  - Maximum Award – 10% of the Area Partnership's annual budget to any single organisation. The Executive Committee agreed maximum awards for bus trips (£350), team strips (£500), residential trips (£1,000), and community events (£5,000); and
  - Item Eligibility.

- ✓ More Consistent and Streamlined Assessments: The assessments will be based around eligibility, impact and value for money with the consistency achieved through applications being submitted a minimum of four weeks before an Area Partnership meeting. This should enable sufficient time for an application to be assessed, including any requests for further information, and for a recommendation to be formulated and presented to the Area Partnership meeting. Clearer, consistent guidance to applicants and assessors should result in less follow up information being sought from applicants and as a consequence, reduce the time spent on assessments. The increased consistency in criteria and assessments will result in more consistent recommendation outcomes across the city.

3.3.3 **Streamlined but Accountable Decision Making Process**: The process change:

- ✓ Scheme of Delegated Authority: This scheme covers Area Budget applications up to a maximum of £500, as agreed by the Executive Committee. These applications will still be assessed against Area Budget eligibility but decisions will be made monthly by the Director of Governance and Solicitor to the Council following consideration by the Area Partnership Chair. The process is outlined in guidance provided to the Area Partnership Chair. The Area Partnership will be provided with details of the Area Budget applications that were considered under Delegated Authority in the Area Budget Monitoring Report.

  The impact of the Delegated Authority process on Area Budget applications up to a maximum of £500 will be to:

  - Significantly reduce the maximum time that an applicant has to wait for a decision as an applicant will now receive a decision within a maximum of six weeks from the date of applying; and
  - Allow Area Partnerships to spend more time discussing local issues and opportunities by reducing the time spent on small grants.

3.3.4 **Efficient grant management and monitoring processes:** The process changes are

- ✓ The introduction of performance standards relating to communicating Area Partnership decisions and the timescale for the provision of Grant Award Pack to award recipients; and

- ✓ Increased and consistent levels of monitoring on a sample of the Area Budget awards.

3.4 The impact of the new processes will be reviewed in the autumn of 2017 but it is expected that consistent implementation of the new Area Budget scheme will result in a more efficient scheme in terms of;

- ✓ Increased number of community organisations participating in the scheme

- ✓ The funding being targeted more towards local and citywide priorities;

- ✓ Increased clarity for applicants re eligibility and timescales, including a quicker decision making process for smaller scale applications;

- ✓ Increased consistency in assessment, recommendations and decision making;

- ✓ Reducing the time spent on Area Budget applications by officers to a level that is more commensurate with the scale of the funding requested.

4. Recommendations

4.1 The Area Partnership is asked to note:

(1) the contents of the report;

(2) the introduction of the new Area Budget scheme, in accordance with the IGF Review recommendations; and

(3) that the impact of the new processes will be reviewed in the autumn of 2017 and a further report submitted to the Area Partnership at that time.