



Item 5
14th June 2017

Glasgow Community Planning Partnership

Calton Area Partnership

Report by Director of Governance and Solicitor to the Council

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AN INTRODUCTION TO THE AREA BUDGET

Purpose of Report:
To provide the Area Partnership with an introduction to Glasgow’s Integrated Grant Fund Area Budget scheme, including details on the Area Budget Review.

Recommendations:
The Area Partnership is asked to note the report and appendices.

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 <input checked="" type="checkbox"/> / <input type="checkbox"/>	SOA Principle <i>Early Intervention</i>	Yes / No <input checked="" type="checkbox"/> / <input type="checkbox"/>
SOA Vulnerable People; <i>Preventing Homelessness</i>	Yes / No <input checked="" type="checkbox"/> / <input type="checkbox"/>	SOA Principle <i>Equality</i>	Yes / No <input checked="" type="checkbox"/> / <input type="checkbox"/>
SOA Vulnerable People; <i>In-Work Poverty</i>	Yes / No <input checked="" type="checkbox"/> / <input type="checkbox"/>	SOA Principle <i>Sustainable Change</i>	Yes / No <input checked="" type="checkbox"/> / <input type="checkbox"/>
SOA Youth Employment	Yes / No <input checked="" type="checkbox"/> / <input type="checkbox"/>	If other priority, please provide details here:	
SOA Thriving Places	Yes / No <input checked="" type="checkbox"/> / <input type="checkbox"/>		
Other Priority	Yes / No <input type="checkbox"/> / <input type="checkbox"/>		

1. Introduction

- 1.1 This paper provides the Area Partnership with an Introduction to the Area Budget Scheme as well as an update on the Integrated Grant Fund (IGF) Review Area Budget proposals agreed by the Council's Executive Committee in June 2015.

2. Background

- 2.1 The Area Budget is part of Glasgow City Council's IGF with an allocation to each Area Partnership to assist the Glasgow Community Planning Partnership's Area Partnerships in their role. The 2017/18 Area Partnership Area Budget allocations (Appendix 1 to this report) were agreed at Glasgow City Council Executive Committee on the 1st June 2017. The existing formula for determining the budget allocations was agreed as the basis for allocations to the 23 Area Partnerships – it provides a £50,000 “base” figure for all Area Partnerships, with the remainder based on population and the worst 15% datazones (75% population, 25% datazones).

The budgets are intended to be used to provide grants to local community and voluntary organisations to provide services that will help to achieve the Area Partnership's local priorities and Glasgow City Council's objectives. Area Partnerships can also provide financial support to Council services and partner organisations but only if the proposal demonstrates a fit with local priorities, the involvement of local communities and additionality to core remits.

- 2.2 In 2014/15, a review of the Area Budget scheme was undertaken that resulted in the Council's Executive Committee on 25 June 2015 approving a [report](#) with 23 recommendations relating to the introduction of an improved and streamlined IGF Area Budget scheme. The 23 recommendations (Appendix 2 to this report) 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. This report updates the Area Partnership on the implementation of the key elements of the Area Budget Review recommendations.

3. Area Budget Scheme

- 3.1 The new Area Budget scheme was introduced in August 2016 for Area Budget requests and/or Area Budget Funding Proposal Forms received after the 1st August 2016. 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.

Area Budget - Key Elements:

a) Application Process:

- 3.2 Since August 2016, the application process has been simplified through the introduction of new application paperwork, a central contact point for the recording and processing of all applications with all the relevant documentation, including the deadline dates for applications to be submitted, being made available to potential applicants on the Council's website (<https://www.glasgow.gov.uk/index.aspx?articleid=18748>).

b) Assessing Area Budget Applications

- 3.3 At every Area Partnership meeting, an Area Budget report will be presented that will provide members with details of
- Any funding returned (e.g. for projects that have not taken place) to the Area Budget, if appropriate
 - Awards made through Delegated Authority, if appropriate (See Section 47 of the Council's Scheme of Delegated Functions [here](#))
 - Ineligible applications, if appropriate
 - The Area Budget balance prior to the meeting
 - A summary of Area Budget applications for consideration at the meeting, including officer recommendations
- 3.4 Twice yearly, a monitoring report will be provided to the Area Partnerships detailing the awards made at that point, their status (e.g. have any additional conditions been met), and the breakdown of funding per Area Partnership priority.
- 3.5 Prior to making a recommendation, officers undertake an assessment on all Area Budget applications. To ensure consistency, officers are guided by an Area Budget Operations Manual that has recently been developed. In summary, the key features of the assessment are:
- Determining Area Budget Eligibility: The Area Budget Eligibility Criteria covers
 - Applicants Governance;
 - No outstanding financial and monitoring issues relating to a previous award;
 - Applications from a public sector organisation must demonstrate that the activity/service for which funding is requested is **additional to its core remit(s)**;
 - The Application must *"fit with local Priorities"* and if not, make a **"strong case for consideration"** to be eligible. The current Area Partnership priorities can be found [here](#). All Area Partnerships will be invited to review their priorities during 2017/18; and
 - The application is requesting Area Budget funding for **eligible items/activities**.

- Assessment of Application's Merits : If deemed to be eligible, the application will be assessed against the following three questions:
 - Has sufficient information been provided about the proposed activity/service to make a recommendation?
 - What will be the impact of the application if Area Budget funding is granted?
 - Is the application properly costed?

- c) Making a Recommendation: Following the assessment, an officer will make a recommendation in the monitoring report that will be one of the following four options:
 - **Approve:** This recommendation will be submitted for an eligible application that provided sufficient details on what the requested funding was to be used for, the impact that the funding would have and was costed properly;
 - **Reject:** This recommendation will be submitted for an eligible application that has been assessed as not meriting Area Budget funding. The reason(s) for this recommendation would normally relate to an unsatisfactory assessment around the impact and/or cost of the application.
 - **For Consideration:** This recommendation will be submitted for an eligible application for which **insufficient information** has been provided to make an approve/reject recommendation but it **is time critical** for a decision to be made at the next AP meeting; and
 - **Continue for Further Information:** This recommendation will be submitted for an eligible application for which **insufficient information** has been provided to make an approve/reject recommendation and it **is not time critical** for a decision to be made at the next AP meeting;

If the recommendation is to approve, the officer will then take into account the following factors when determining the decision making process and the amount to recommend.

- The amount of Area Budget funding requested:

If the application is requesting Area Budget funding of £500 or less, then the recommendation will be submitted through Delegated Authority in accordance with the recommendation "A Scheme of Delegated Authority will be introduced for applications up to £500". Applications that come under Delegated Authority are submitted on a monthly basis for approval;

- The recommended minimum and maximum awards:

The Executive Committee recommended that there be a *minimum award of £300 will be applied to the Area Partnership budgets from 1st April 2016 and a maximum award of 10% of the Area Partnership's annual budget to any single organisation for one or more projects, unless there are exceptional circumstances, will also be applied from 1st April 2016.*

The Executive Committee also recommended the following maximum awards for specific activities:

- ✓ £350 for bus trips
- ✓ £500 for team strips
- ✓ £1,000 for residential trips
- ✓ £5,000 for community events

d) Monitoring & Evaluation: A process is being introduced that will involve monitoring a sample of Area Partnership applications including appropriate use of funding.

4. Recommendation

4.1 The Area Partnership is asked to note the report and appendices.

Appendix 1: 2017/18 Area Budget Allocations by Area Partnership

Ward No	Ward	2017/18 Allocation
1	Linn	£60,090
2	Newlands/Auldburn	£57,690
3	Greater Pollok	£60,853
4	Cardonald	£59,000
5	Govan	£59,862
6	Pollokshields	£57,795
7	Langside	£57,748
8	Southside Central	£59,328
9	Calton	£60,351
10	Anderston/City/Yorkhill	£58,029
11	Hillhead	£57,151
12	Victoria Park	£55,718
13	Garscadden/Scotstounhill	£60,654
14	Drumchapel/Annie'sland	£60,213
15	Maryhill	£57,465
16	Canal	£60,210
17	Springburn/Robroyston	£60,454
18	East Centre	£61,275
19	Shettleston	£58,831
20	Baillieston	£56,845
21	North East	£58,283
22	Dennistoun	£57,119
23	Partick East/Kelvindale	£57,395
Total		£1,352,359

Appendix 2: Area Budget Review Recommendations

On the 25th June 2015, Glasgow City Council Executive Committee agreed the IGF Area Budget Review including the following 23 recommendations:

- a) Investment Strategy
 - *Area Partnerships are required to agree their overarching approach for the use of their funds by 1st April 2016;*
 - *This statement should detail the locally agreed investment priorities for their area which will be used as the basis for targeting Area Partnership funding; and*
 - *The investment priorities should be updated on an annual basis.*

- b) Eligibility Criteria
 - *Area Partnerships should seek to allocate funding to applicants that will assist in the delivery of their locally agreed priorities; and*
 - *Area Partnerships will be able to discuss applications that do not fit with the investment priorities but that make a strong case for consideration. The Area Partnership will be required to agree an amendment to their investment priorities prior to agreeing any funding to such applicants. Area Partnerships should consider whether these changes should continue to be reflected in the annual review of investment priorities.*

- c) Eligibility of Public Sector Applications
 - *Public sector organisations will be eligible to submit funding applications to the Area Partnerships where they have demonstrated;*
 - *Fit with local priorities*
 - *Involvement of local communities*
 - *Additionality to core remits.*
 - *The application forms will be revised to facilitate this; and*
 - *A review of this approach will be undertaken towards the end of the financial year 2016/17.*

- d) Minimum and Maximum Awards
 - *A minimum award of £300 will be applied to the Area Partnership budgets from 1st April 2016;*
 - *A maximum award of 10% of the Area Partnership's annual budget to any single organisation for one or more projects, unless there are exceptional circumstances, will also be applied from 1st April 2016; and*
 - *The proposed maximum awards for specific activity will be applied from 1st April 2016.*

- e) Application Process
 - *A shorter, simpler application form will be introduced from 1st April 2016;*
 - *A report will be provided to Area Partnerships before the end of 2015/16 confirming the application and assessment process; and*
 - *A revised approach to publicising the Area Budget, including detail on criteria and application deadlines will be agreed and implemented.*

f) Delegated Authority

- *A Scheme of Delegated Authority will be introduced for applications up to £500;*
- *This will be piloted across Area Partnerships for 2016/17 with a review towards the end of 2016/17;*
- *The Area Partnership Chair will have the ability to direct specific applications to the Area Partnership meeting for a decision rather than use delegated authority;*
- *Delegated authority decisions will be taken by the Executive Director for Corporate Services; and*
- *A full report on each funding decision approved under delegated authority will be provided to each Area Partnership at their next meeting.*

g) Community Budgeting

- *The programme of training on community budgeting will be continued for Area Partnership members throughout 2015/16;*
- *The focus of this training will be to improve understanding of community budgeting, provide opportunities to consider how this might be delivered in Glasgow, and discuss processes and supports that will require to be developed;*
- *Support will continue to be provided to a small number of pilot community budgeting initiatives and lessons learnt will be reviewed; and*
- *The training and evaluation of pilot initiatives will be used to develop a more detailed application on the introduction of community budgeting in Glasgow. This application will be 'co-produced' with local residents and submitted for consideration before 1st April 2016.*