

Glasgow Community Planning Partnership

Calton Area Partnership

Report by Director of Governance and Solicitor to the Council

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INTEGRATED GRANT FUND REVIEW: AREA BUDGET

Purpose of Report:

To provide the Area Partnership with an update on the Integrated Grant Fund Review Area Budget proposals and implementation of recommendations agreed by the Council's Executive Committee in June 2015.

Recommendations:

The Area Partnership is invited to

- (1) note the report; and
- (2) note the update on implementation of the Integrated Grant Fund Review Area Budget recommendations.

Glasgow Community Planning Partnership priorities:

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

SOA <i>Alcohol</i>	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 <i>Vulnerable People; 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 <i>Vulnerable People; 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 <i>Youth Employment</i>	Yes / No <input checked="" type="checkbox"/> / <input type="checkbox"/>	If other priority, please provide details here:	
SOA <i>Thriving Places</i>	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 a further 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 Council's Executive Committee on 25 June 2015 approved a [report](#) and appendices setting out a series of 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 The recommendations related to:
- a) the investment strategy;
 - b) the eligibility criteria;
 - c) the eligibility of public sector applications;
 - d) minimum and maximum awards;
 - e) the application process;
 - f) delegated authority; and
 - g) community budgeting
- 2.4 This report updates the Area Partnership on actions taken and planned prior to the new Area Budget application/decision making process being introduced as of the 1st August 2016. This date will allow for revised application documentation to be tested and a publicity campaign to take place alongside a systematic phasing out of the existing documentation and processing of remaining applications, ensuring that existing or potential applicants would not be disadvantaged.

3. Approved Recommendations for Implementation

- 3.1 Extracts of the IGF Area Budget Review recommendations approved by the Executive Committee are set out below in *italics*. A summary of actions taken or underway has been provided against each recommendation.
- 3.2 Members are asked to note that the ongoing work on transforming the IGF Area Budget has been informed by the recent Community Budgeting pilot initiative, jointly funded by Scottish Government.

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.*

All Area Partnerships have agreed, following stakeholder engagement, their Investment Plans. These Investment Plans will be used by Area Partnerships to guide funding decisions on the use of the Area Budget from August 2016 onwards. The Area Partnerships' Investment Plans will be included within the Area Budget Application Guidance and publicity materials.

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.*

In determining applications that do not fit with the investment priorities but that make a “strong case for consideration”, the Area Partnership may wish to consider applications which:

- Demonstrate a fit with the wider Council, Community Planning Partnership or Single Outcome Agreement priorities;
- Demonstrate clearly that the application is a response to an identified need within the local community; has involved the local community in its development and will benefit the local community;
- Provide a response to new or emerging issues (which had not previously been identified as an investment priority); and
- Respond to “exceptional circumstances”.

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.*
- *A review of this approach will be undertaken towards the end of the financial year 2016/17.*

The application pack and guidance will be revised accordingly.

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.*
- *The proposed maximum awards for specific activity will be applied from 1st April 2016.*

It is considered that "single organisation" should be interpreted as a department/division within a large public sector organisation or a large voluntary organisation.

In relation to b) – d) above, it is ultimately for the Area Partnership to make the final decisions on how its budget is allocated within its priorities, policies and set parameters, including determining what constitutes "exceptional circumstances".

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.*

A key aim of the review is to simplify and streamline the application process for applicants. A shorter application form and associated guidance notes has been developed for IGF Area Budget applications. This has been refined following the recent Community Budgeting pilot across the city where a simplified application process was adopted. Initial feedback is that the simplified application process was welcomed.

It is intended to remove the existing, old style, application forms with effect from the 1st August and replace this with the new forms and guidance. All old forms will continue to be processed for the next cycle of Area Partnership meetings (1st – 18th August). This will mean that the Area Partnership budget will be funding a combination of old and new (in line with the Investment Plan) during 2016/17.

The new assessment process will focus on fit with investment priorities and eligibility. **A review of the effectiveness of the first 12 months of the new approach to the IGF Area Budget will be submitted to the Area Partnership during 2017/18.**

A key aspect of the new IGF Area Budget will be the promotion of its availability to a wider audience, encouraging new applicants. The new forms and guidance will be widely publicised prior to the 1st August including through the following:

- Glasgow City Council, Glasgow Community Planning Partnership Partner and Community Council websites;
- Social Media platforms;
- Local Service Provider and Service Users Forums.

f) Delegated Authority

- *A Scheme of Delegated Authority will be introduced for applications under £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.*

The Area Partnership is asked to note **Appendix 1** setting out the arrangements for delegation of authority and that this will be reviewed towards the end of 2016/17 in line with the recommendations above.

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 proposal on the introduction of community budgeting in Glasgow. This proposal will be 'co-produced' with local residents and submitted for consideration before 1st April 2016.*

The recent Community Budgeting pilot has provided opportunities for learning and the development of future approaches, which will be further informed by the evaluation of the pilot, when available.

4. Recommendations

4.1 The Area Partnership is requested to

- (1) note the report; and
- (2) note the update on implementation of the Integrated Grant Fund Review Area Budget recommendations.

Proposed Guidance for the Delegation of Authority

Purpose

This paper sets out guidance for the delegation of authority to the Director of Governance and Solicitor to the Council to approve Area Budget grant applications up to a maximum of £500.

It is primarily intended for the Chairs of Area Partnerships and relevant staff within Glasgow City Council.

Background

The Council's Executive Committee in June 2015 approved proposals for the IGF Area Partnership budget. This included a proposal for the introduction of a Scheme of Delegated Authority for Area Partnership applications up to £500.

The Council's Scheme of Delegated Functions has been amended to include the following:

To approve, in consultation with the appropriate Area Partnership chair, grant awards from the Integrated Grant Fund Area Budget up to a maximum of £500, subject to the application fitting with local priorities as determined by the Area Partnership and to reporting such awards to the first available meeting of the Area Partnership.

Guidance

Any applications received requesting up to £500 are eligible for consideration under delegated authority.

The Chair of the Area Partnership will receive a summary every month of all applications up to £500 to be considered under delegated authority prior to a decision.

In consideration of the summary, the Chair may, in discussion with the Director of Governance and Solicitor to the Council:

- Seek additional information
- Refer an application to the Area Partnership for consideration

Such applications have to be assessed against standard eligibility and policy criteria. The potential outcome of this consideration would be for the Director of Governance and Solicitor to the Council (via the Council's Head of Democratic Services) to:

- Approve the application
- Recommend rejection of the application – this recommendation would be submitted to the Area Partnership
- Defer the application
- Following discussion with the Chair, refer the application to the Area Partnership for consideration

Review

A summary report on each funding decision approved under delegated authority will be provided to each Area Partnership at its next available meeting.

The scheme of delegated authority will be piloted across Area Partnerships for 2016/17 with a review towards the end of 2016/17.