

**To: City Executive Board**

**Date: 12<sup>th</sup> September 2012**

**Report of: Director of Community Services**

**Title of Report: GRANT MONITORING INFORMATION FOR 2011/2012**

**Summary and Recommendations**

**Purpose of report:** To inform members of monitoring information returned by Community & Voluntary Organisations awarded a grant by the City Council in 2011/2012.

**Key decision? No**

**Executive lead member:** Councillor Steve Curran

**Policy Framework:** Oxford City Council Corporate Plan & Oxfords Sustainable Community Strategy

**Recommendation(s):** Members are asked to note the report

**Appendices to report**

- Appendix 1 List of Community & Voluntary Organisations awarded a grant through the open bidding and commissioning grants programmes with monitoring feedback.
- Appendix 2 Case studies from various organisations funded through the grant programme.
- Appendix 3 Grants booklet
- Appendix 4 Risk register

**Introduction**

1. During the financial year of 2011/2012, 68 community and voluntary organisations were awarded a grant through Oxford City Council's community grants programme. The funding supported the delivery of a variety of projects from small community events to welfare benefits advice, community safety projects and the arts.
2. As requested by the Board this is the third year of reporting back to inform Members how the funding awarded through this programme has been spent.
3. One of the conditions for this funding is that organisations agree to provide feedback about their project, event or activities. This feedback

can be done in a variety of ways but generally either by completing a monitoring form, site visit by officer(s) or a combination of both.

4. This report provides Councillors with a brief overview of the achievements reported by community and voluntary organisations (CVOs) funded during the financial year 2011/2012.

#### **Process for gathering monitoring information**

5. The requirement to return monitoring information is agreed with CVOs when they sign their terms and conditions for grant funding.
6. The purpose of monitoring is to ensure that the funding awarded to groups is used for the purpose it was given. There is a low risk that monitoring information will not be returned. The process for dealing with this is as follows:
  - Three weeks past the deadline, a reminder is sent out with a copy of the monitoring form
  - Six weeks past the deadline, a second reminder is sent with copy of the monitoring form followed up by email or telephone call.
  - If there is still no response, this is noted on file for future reference.
7. In the majority of cases those organisations that are late in returning their forms will respond after the first reminder. However the following groups have failed to return any monitoring information:-
  - **Roots Allotment Project** awarded £2,000 to contribute towards their running costs working with young people who are Not in Education, Employment or Training (NEET)
  - **TRAX, Oxfordshire Motor Project** awarded £500 to contribute towards the running of two summer activity days for young people at risk of crime.
  - **African & Caribbean Heritage Kultural Initiative (ACHKI)** awarded £500 to contribute towards the training needs of 18 volunteers working in the community café.
  - **Oxford Young Steps** awarded £125 to contribute towards the cost of hall hire for their basketball tournament.
  - **Oxford International Links** awarded £5,000 to contribute towards their programme of twinning events
8. At times monitoring information is used by the Officer Grants Panel when making recommendations when subsequent applications from the same group have been received. It is stated in the grants programme prospectus that monitoring information may be used in this way.

#### **Addressing Council Priority**

9. The community grants programme provides funding to a range of community and voluntary organisations who help deliver the objectives set out in the Corporate Plan.

10. Groups funded through the grants open bidding programme will generally deliver activities and events that bring communities together building community cohesion and supporting the Corporate Priority of Strong, Active Communities.

11 Voluntary organisations funded through the grants commissioning programme will be delivering services that have been identified by the Council as making a substantial contribution to the achievement of our corporate goals such as reducing Homelessness and improving Community Cohesion.

### Monitoring Information

12 Appendices 1, 2 & 3 provide the following information:-

- Name of organisation / group
- Amount of grant awarded
- Description of project/activity
- Number of beneficiaries
- Brief description of what was achieved
- Total amount of match funding and / or funding levered in as a result of Oxford City Council funding.
- Case studies from a variety of organisations &
- A copy of the grants booklet which gives a brief description about the projects funded through the annual open bidding programme.

### Open Bidding

13. Table 1 below summarises the information listed in Appendix 1 for grants awarded through the annual Open Bidding Programme awarded by the City Executive Board on 09.03.11.

**Table 1 – Annual Open Bidding Summary**

2011/12 Council Priority	Number of projects awarded a grant	Total amount of Grant Awarded (£)	Total of other funding matched or levered in (£)	Number of Beneficiaries from these projects	Some of the things the funding paid for
Strong & Active Communities	19	£68,000	£269,316	32,288 & 7000 households	Community activities & events plus local newsletters

14. Table 2 below summarises the information in Appendix 1 for grants awarded through the small grants programme during 2011-12.

**Table 2 - Open Bidding – small grants of up to £500**

<b>2011/12 Council Priority</b>	<b>Number of projects awarded a grant</b>	<b>Total amount of Grant Awarded (£)</b>	<b>Total of other funding matched or levered in (£)</b>	<b>Number of Beneficiaries from these projects</b>	<b>Some of the things the funding paid for</b>
Strong & Active Communities	21	£8,067	£56,736	4,403	Community events, young people activities

15 Tables 4 & 5 below summarises the information listed in Appendix 1 for grants awarded through the commissioning programme.

**Table 4 – Commissioned Grants Summary**

<b>2011/12 Commissioning Theme</b>	<b>Number of groups funded</b>	<b>Total amount of Grant Awarded (£)</b>	<b>Total of other funding levered in (£)</b>	<b>Number of Beneficiaries from these projects</b>	<b>Some of the things the funding paid for</b>
Arts	10	£248,596	£8,351,183	336,982	Training in film & digital media, music, Twinning events
Homelessness	8	£442,279	£3,704,627	1,319	Day centres, life skills, specialist workers,
Community Safety	3	£58,082	£246,364	748	Domestic violence outreach, helpline service for victims of sexual violence,
CVO Infrastructure	1	£48,736	£628,808	432 organisations who are members of OCVA of which 58% are in Oxford City	Providing information, support and advice to the voluntary sector.
Specialist Play	1	£15,000	£90,103	119	Adventure playgrounds, supporting disabled children to participate in mainstream

					play
Oxford Credit Union	1	£20,000	£43,000	1,250	Provides financial inclusion
<b>Totals</b>	<b>24</b>	<b>£832,693</b>	<b>£13,064,085</b>	<b>340,418 &amp; 432</b>	<b>CVOs supported</b>

**Table 5 - Summary from Advice Centres**

2011-12 Council Priority	Number of Organisations	Total amount of Grant Awarded (£)	Number of Beneficiaries from these projects	Total Benefit take up (£)	Total amount of Debt Written Off (£)
Advice	4	£469,768	11,199	£2,877,248	£835,598

16. Oxfords population is estimated to be around 150,000 (including over 30,000 full time students). The total number of people who benefited from projects and activities funded through the open bidding & small grants programmes was 36,656, just over 24% of Oxfords estimated population. It should, of course, be noted that one person might well have benefited from more than one project. For example one person may have attended a range of events that took place in Oxford last year, such as the Cowley Road Carnival or the Elder Stubbs Festival.

#### **Joint Monitoring**

17. For those community & voluntary organisations that are funded by one or more of the District and County Councils, the Grant Officers Group (which has a representative from each of the District and County Councils) is working together on information sharing and joint monitoring.
18. Joint monitoring visits are taking place with Oxfordshire County Council to monitor the advice centres as these organisations are currently funded by both authorities.

#### **Climate Change / Environmental Impact**

19. This report notes, amongst other things, the monitoring information received from the Oxford Urban Wildlife Group which specifically supports action to improve the local natural environment.

#### **Equalities Impact**

20. Grant funding awarded to community and voluntary organisations has a significant and positive impact on equalities and promotes community cohesion. In particular, some grants actively support the achievement of equality by otherwise marginalised groups, such as funding supplied to Oxford Friend, to Oxford Sexual Abuse & Rape Crisis Centre and for domestic violence advisors, for example.
21. When applying for grant funding each organisation has to supply a copy of their equal opportunities statement to confirm they comply with this legislation

#### **Financial Impact**

22. The recommendations have no financial implications

**Legal Implications**

23. There are no legal implications

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**List of background papers: none**

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