

**To: City Executive Board**

**Date:** 10<sup>th</sup> July 2013

**Report of:** Head of Leisure, Parks & Communities

**Report:** GRANT MONITORING INFORMATION FOR 2012/2013

### **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 2012/2013.

**Key decision?**

**Executive lead member:** Councillor Bev Clack

**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 Risk Register

### **Introduction**

1. At the City Executive Board on the 08.02.12 the 2012/13 community & voluntary sector grants programme was approved. Table 1 below shows the budgets allocated to each element of the grants programme and how much was spent.

**Table 1**

	<b>Budget Approved (£)</b>	<b>Amount allocated &amp; spent</b>
Advice	536,379	536,379
Homelessness	442,279	442,279
Inclusive arts & culture	255,262	258,808
Community safety	58,082	58,082
Community & voluntary sector infrastructure	48,736	48,736
Inclusive play & leisure for children & young people with disabilities.	15,000	15,000
2012/13 annual open bidding programme	92,428	92,428
Small grants programme	15,299	7,349
Underspend	0	4,404
<b>Totals</b>	<b>1,463,465</b>	<b>1,463,465</b>

2. it should be noted that during the year it was discovered that the grant awarded to Modern Art Oxford (£66,667) to pay their rent charges to Oxford City Council, failed to cover all of the rent due. After their rent review in 2010 grant awarded in 2011/12 & 2012/13 (awarded to cover their rent charges) failed to take into account the change of the period when rent was being charged for. This resulted in an under payment of rent in 2011/12 of £1,903.31 & £1,641.22 in 2012/13. This was covered by an under spend from the small grants budget which increased grant allocated to the arts & culture commissioning theme by £3,545.
3. During the year (2012/2013), 61 community and voluntary organisations were awarded a grant through Oxford City Council's community & voluntary sector 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.
4. 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.
5. This report provides a brief overview of the achievements reported by community and voluntary organisations (CVOs) funded during the financial year 2012/2013.

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

6. The requirement to return monitoring information is agreed with CVOs when they sign their terms and conditions for grant funding.
7. 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.
8. 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:-
- **Blackbird Leys Information Technology Zone (BLITZ)**  
Awarded £5,000 to support unemployed local residents to develop IT skills, CV writing & completing job applications
  - **Cotteslowe Seniors Group**  
Awarded £500 to subsidise transport & speakers fees
  - **Oxford International Links**  
Awarded £5000 to co-ordinate twinning events during the year.
  - **Oxfordshire Theatre Company**  
Awarded £2,500 to deliver theatre to a wider audience in the community
9. 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**

10. 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.
11. 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.
12. 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**

13. Appendices 1 & 2 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.

#### Open Bidding

14. Table 2 below summarises the information listed in Appendix 1 for grants awarded through the annual Open Bidding Programme awarded by the City Executive Board on 13.02.12.

**Table 2 – Annual Open Bidding Summary**

<b>2012/13 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	16	£92,428	£148,816	9,078 plus 17,000 households receives free community newsletters	Community activities & events plus local newsletters

15. Table 3 below summarises the information in Appendix 1 for grants awarded through the small grants programme during 2012-13.

**Table 3 - Open Bidding – small grants of up to £500**

<b>2012/13 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	19	£7,349	£36,650	6,615	Community events, young people activities

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

**Table 4 – Commissioned Grants Summary**

2012/13 Commissioning Theme	Number of groups funded	Total amount of Grant Awarded (£)	Total of other funding levered in (£)	Number of Beneficiaries from these projects	Some of the things the funding paid for
Arts	10	£258,808	£6,667,387	370,732	Training in film & digital media, music, Twinning events
Homelessness	8	£442,279	£3,864,008	1,099	Day centres, life skills, specialist workers,
Community Safety	3	£58,082	£269,712	579	Domestic violence outreach, helpline service for victims of sexual violence,
CVO Infrastructure	1	£48,736	£421,380	517 organisations who are members of OCVA of which 53% are in Oxford City	Providing information, support and advice to the voluntary sector.
Specialist Play	1	£15,000	£100,000	146	Supporting disabled children to participate in mainstream play
Oxford Credit Union	1	£20,000	£56,357	1,025	Provides financial inclusion
Oxfordshire Chinese Community & Advice Centre	1	£18,000	0	This funding was awarded to pay the rent due to Oxford City Council for premises they occupy, this is to be reviewed from April 2014	
<b>Totals</b>	<b>25</b>	<b>£860,905</b>	<b>£11,378,844</b>	<b>373,581 &amp; 517 community &amp; voluntary groups</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 (£)
<b>Advice</b>	<b>4</b>	<b>£498,379</b>	<b>12,965</b>	<b>£3,927,880</b>	<b>£1,307,271</b>

**Advice – General Trends**

17. Oxford CAB reported that the income profile of their clients has deteriorated, a higher proportion are now in the very lowest income band. In 2011/12 of those willing to give details of their income, 43% were on less than £600 per calendar month. Over the first half of 2012/13 from a sample of 916 clients who provided this information 51% now indicate an income of less than £600 per calendar month. The proportion reporting incomes of less than £400 has increased from 28% for the full year in 2011/12 to 38% for the first six months of 2012/13.
18. Clients looking for help with debt problems continue to increase for all of the Advice Centres. The total of client debt dealt with, by all of the Advice Centres, over the year amounts to £10,774,505. They are all reporting that non priority debt (catalogues, friends & family etc) is now the biggest problem
19. Oxford CAB reported that their financial inclusion project for older people in Oxford (funded by the Lloyds TSB Charity) started in August 2012. The project team has seen 122 clients, all over 60 years old, between October 2012 to April 2013. Each client has received a benefits check and for the majority they have also reviewed their potential entitlement to help with fuel bills. 37 older people have also received additional benefits totalling £93,577 – an average of £2,529 per client.

**Beneficiaries of the Grants Programme**

20. On census day in 2011 Oxford's usual residential population was estimated to be 151,900 (including over 30,000 full time students). The total number of people counted as benefitting from projects and activities funded through the grants programme was 389,274.
21. 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 Leys Play & Activity Day, Barton Bash or the Elder Stubbs Festival. Also one person may also have benefitted from more than one organisation funded through the commissioning programme, such as homelessness and the advice centre's for example.

### **Joint Monitoring**

22. 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**

23. The report has no climate change or environmental implications

### **Equalities Impact**

24. 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 a domestic violence case worker, for example.
25. 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**

26. The recommendations have no financial implications.

### **Legal Implications**

27. There are no legal implications

#### **Name and contact details of author:-**

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**List of background papers:** none

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