

**To:** City Executive Board

**Date:** 3 July 2014

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

**Report:** Grant Monitoring Information for 2013/14

## **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 2013/14.

**Key decision?** No

**Executive lead members:** Councillor Price, Board Member for Corporate Strategy, Economic Development and Planning & Councillor Rowley, Board Member for Leisure Contract and Community Partnership Grants

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

### **Recommendations:**

The City Executive Board is:-

1. Asked to note the report
2. To approve the recommendation made by Price Waterhouse Coopers that there should be a penalty for organisations not returning their monitoring information of not being able to reapply for future funding and the grant awarded should be reclaimed.

### **Appendices to report**

- Appendix 1 List of Community & Voluntary Organisations awarded a grant through the open bidding, commissioning, social inclusion fund and youth ambition grants programmes.
- Appendix 2 Case studies
- Appendix 3 Risk Register

## Introduction

1. The Communities and Neighbourhoods team ran three grant programmes during 2013/14. These programmes are in accordance with policy and prospectus set by Members.

The three grant programmes were:-

- Community & Voluntary Organisations (CVO's) Grants Programme
- Youth Ambition Grants Programme
- Social Inclusion Fund

Table 1 below shows the allocations and expenditure.

<b>Table 1</b>	<b>Budget Approved (£)</b>	<b>Amount spent (£)</b>
CVO's grant programme		
Advice & money management	536,379	536,379
Homelessness	442,279	442,271
Inclusive arts & culture	255,262	255,262
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
2013/14 annual open bidding programme	95,000	95,000
Small grants programme	12,727	5,961
Youth Ambition grants programme	107,320	107,319
Social Inclusion Fund	74,684	74,684
underspend	0	6,775
Totals	1,645,469	1,645,469

2. During the year (2013/14), we awarded 135 community and voluntary organisations and artists a grant. The funding supported the delivery of a variety of projects from small community events to welfare benefits advice, community safety projects, training for volunteers, focused work with young people and the arts.
3. The majority of the groups funded through the annual open bidding grants programme are the same groups the Council has funded in previous years. However through the social inclusion fund and youth ambition grants programmes nine organisations that the Council has not funded before were awarded a grant last year. Through our community engagement work minority groups are being made aware of the grant programmes and to promote the grants programmes wider social media mechanisms such as Facebook and Twitter are now being used.
4. £25,000 from the budget was made available for the commissioning of inclusive arts directly from the Arts & Culture team's core budget. (Details of how this funding was spent can be found in Appendix 1).

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

5. One of the conditions for funding is that organisations agree to provide feedback. This is generally by completing a monitoring form, site visit by officer(s) or a combination of both.
6. The monitoring ensures that the funding awarded to groups is used for the purpose it was given. The process for dealing with none returns 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. The majority of organisations will respond to the first reminder. However the following group have failed to return any monitoring information:-
  - **Wolvercote Young Peoples Club**  
Awarded £3,000, through the social inclusion fund, to provide school holiday activities at Cutteslowe Community Centre
8. Price Waterhouse Coopers provide the Councils internal audit service and the process for the payment of grants was an area that the Council selected for audit this year. One of the recommendations for groups not returning their monitoring information was that there should be a penalty of not be able to reapply for future funding and the grant awarded should be reclaimed.
9. All funded groups will be written to, to inform them of this new procedure that is to take immediate effect. They will also be reminded that funding spent on things it was not awarded for will be reclaimed. The grants programme prospectus will be updated so that future applicants are aware.

### **Addressing Council Priorities**

10. The community grants programme provides funding to a range of community and voluntary organisations who help deliver Corporate Plan objectives.
11. Groups funded through the open bidding programme will generally deliver activities and events that bring communities together building community cohesion 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.

14. Table 2 below summarises the information listed in Appendix 1 for grants awarded through the 2013/14 Open Bidding Programme.

**Table 2 – Annual Open Bidding Summary – grants up to £10,000**

2013/14 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	22	£95,000	£225,201	6,011 plus 20.050 households that received 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 2013/14.

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

2013/14 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	13	£5,162.50	£22,681	7,364	Community

Communities					events, young people activities
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16. Table 4 below summaries the information listed in Appendix 1 for grants awarded through the 2013/14 Youth Ambition grants programme

**Table 4 – Open bidding - summary from Youth Ambition Grants Programme – grants of up to £10,000**

2013-14 Council Priority	Number of groups funded	Total amount of Grant Awarded  (£)	Total of other funding matched or levered in  (£)	Number of beneficiaries of these project	Some of the things this funding paid for
Strong, Active Communities	24	£107,318.95	£95,095	398	Youth sessions, training volunteers, art focused activities and sport

17. Table 5 below summaries the information in Appendix 1 for grants awarded through the 2013/14 Social Inclusion Fund.

**Table 5 – Open bidding - Summary from the Social Inclusion Fund – grants of up to £10,000**

2013/14 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	16	£74,684	£37,136	658	Training, advice, transport for older people and an intergenerational project,

18 Tables 6 & 7 below summarises the information listed in Appendix 1 for grants awarded through the 2013/14 commissioning programme.

**Table 6 – Commissioned Grants Summary**

<b>2013/14 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	£255,262	£5,196,492	247,064	Training in film & digital media, music, Twinning events
Homelessness	11	£442,279	£4,495,937	944	Day centres, life skills, specialist workers,
Community Safety	3	£58,082	£112,608	520	Domestic violence outreach, helpline service for victims of sexual violence,
CVO Infrastructure	1	£48,736	£382,717	596 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	£170,000	147	Supporting disabled children to participate in mainstream play
Oxford Credit Union	1	£20,000	n/a	1,156	Provides financial inclusion
<b>Totals</b>	<b>27</b>	<b>£839,359</b>	<b>£11,197,113</b>	<b>249,831 &amp; 596 community &amp; voluntary groups</b>	

**Table 7 - Summary from Commissioned Advice Centres**

2013-14 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 (£)
Strong, Active communities	4	£498,379	12,177	£3,578,040	£1,454,670

**Advice – General Trends**

19. Oxford Citizens Advice Bureau (CAB) reported that the income profile of their client's remains weighted towards those with least financial resource. A sample of 2,033 clients gave information about their income levels. Of this sample 60% had incomes under £1,000 per month.
20. Clients looking for help with debt problems continue to increase for all of the Advice Centres. The total of client debt dealt with over the year amounts to £10,611,435. They are all reporting that priority debt (rent, mortgage, council tax etc) is now the biggest problem
21. Oxford's CAB financial inclusion project for older people (funded by Lloyds TSB Charity) has seen 353 clients, all over 60 years old ( 44% were over 80 years old) 60 older people helped were via the Councils Winter Warmth network. The average gain per client is just over £3,000.

**Beneficiaries of the Grants Programme**

22. Oxford's usual residential population was estimated to be 151,900 (2011 census) this includes over 30,000 full time students. The total number of people counted as benefitting from projects and activities funded through these grant programmes was 276,476.
23. It should be noted that one person might well have benefited from more than one project.

**Joint Monitoring**

24. 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**

25. The report has no climate change or environmental implications.

### **Equalities Impact**

26. 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.
27. 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**

28. The recommendations have no financial implications.

### **Legal Implications**

29. There are no legal implications

<b>Name and contact details of author:-</b>
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<b>Name:</b> Julia Tomkins
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<b>Job title:</b> Grants & External Funding Officer
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<b>Service Area / Department:</b> Communities & Neighbourhoods, Leisure, Parks & Communities Business Unit
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<b>Tel:</b> 01865 252685 <b>e-mail:</b> jtomkins@oxford.gov.uk
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**List of background papers: none**