

GRANTS TO VOLUNTARY ORGANISATIONS

1 SUMMARY

- 1.1 Members requested that the process of awarding grants to voluntary organisations be reviewed prior to the consideration of grants for 2006/07.

2 INTRODUCTION

- 2.1 Each year the Council agrees a schedule of grants to voluntary organisations. The awards made in 2005/06 are shown at appendix A. It can be seen that apart from the grant to the Citizens Advice Bureau the total sum is around £27,000.

3 CURRENT PROCESS

- 3.1 Organisations who are currently in receipt of support are invited to apply for a grant for the following year. If they apply these applications are considered together with organisations that have approached the Council during the year. A copy of the application form is shown as appendix B.
- 3.2 When applications are submitted to committee a summary report is submitted. A sample page is shown as appendix C. It can be seen that grants are given a category within A – Service Delivery Priority and B – Funding Priority. The full grants criteria is shown as appendix D.
- 3.3 Following past practice a list of recommendations is also reported to Members. This is the format already shown as appendix A
- 3.4 There is the option for Members to request that organisations attend the Policy and Finance Committee but in practice this has only happened on special occasions, e.g. CAB restructuring.

4 MANAGEMENT ISSUES

- 4.1 Applications are only dealt with once a year to ensure that competing priorities are assessed together before decisions are made. Reports are usually considered in March each year to allow for decisions to be made prior to the new financial year.
- 4.2 Members have previously considered advertising the availability of grants; however in view of the small budget available together with the nature of the organisations currently funded this has not been pursued. See below for an analysis of the current grant awards.
- 4.3 There has been a deliberate policy to move away from resource need and availability. In previous years grants took account of deficit positions and therefore the Council found itself having to make judgements as to whether the deficit was a demonstration of need or poor management. This was especially true of organisations that deliver similar services. In addition many organisations do not present their accounts with full information. Therefore some organisations show what appear to be large balances when in fact they

are earmarked reserves for items such as vehicle replacements or building repairs and improvements. Members are therefore now encouraged to take a view on the worth of the organisation to the objectives of the Community and the Council.

- 4.4 In addition it has been found that the analysis of applications in relation to their management decisions, usually to identify why deficits have occurred, can be very time consuming with the resultant information usually not being critical to the eventual decisions.
- 4.5 A good example of viewing grants in line with the Council's objectives is the 'Value to the Council' approach for the funding of the key Old Peoples Centres that provide a range of services including luncheon clubs. Here uniform funding is agreed for each club.
- 4.6 There have been occasions where the structure of grant support has been changed. Where grants have agreed to be reduced these have been phased over a number of years to reduce the impact on the organisation.
- 4.7 When potential applicants contact the council the size of the funding currently distributed is made known as some organisations are seeking significant levels of funding which are way beyond what is currently available. They can still apply but they are aware of the reality of their application.

5 ANALYSIS OF GRANT APPROVALS

- 5.1 From the list of grant approvals shown at appendix A the total funding of £102,600 allocated in 2005/06 can be broken down into the following broad headings: -

- Citizen Advice Bureau – £76,100
- Key Old Peoples Centres – £14,200
 - Hockley and Hawkwell
 - Hullbridge
 - Rayleigh Age Concern
 - Rochford and District
- RDC partner organisation – £6,365
 - Essex Racial Equality Council
 - Historical Society for Rayleigh (Windmill)
 - Rochford and District Access Committee (Disabled issues)
 - Rochford Sports Council

– RAVS

- One off funding – £1.962
- Miscellaneous – £3,973

- 5.2 As regards the Citizens Advice Bureau Members will recall that the Council requested that the previous two organisations consider merging to form a single management structure covering the District. This was actioned by them and we now have the single structure. At the time the Council agreed to a structure of funding that provided core support for the CAB but left the organisation with the need to undertake their own fund raising. The CAB is the only organisation with a Service Delivery Priority 1 in that they complement the Local Authority's statutory priorities.
- 5.3 In the delivery of services the Council has to ensure that customers have access to independent advice. Therefore in publications the Council identifies the CAB as the option to challenge advice given by the Authority and to have an impartial interpretation of the information being given. The CAB also runs its own specialist services, for example debt counselling.
- 5.4 In addition to grants, the Council also provides support for premises. Here notional amounts are included within the accounts of the Authority but there is no actual cost to the organisation. Organisations benefiting from this support are CAB for both the Rayleigh Civic Suite and Back Lane Rochford, Rochford and District Old Peoples Welfare Committee and Mayday Mobile.
- 5.5 Separate from the process of awarding cash grants is the support given to charitable bodies who occupy premises and apply for Mandatory and Discretionary relief from National Non Domestic Rates. The Council makes a contribution when discretionary relief is granted.

6 RISK IMPLICATIONS

- 6.1 The Council needs to manage its relationship with key voluntary organisations to ensure the delivery of services best suited for non-public authority delivery.

7 RECOMENDATION

- 7.1 It is proposed that the Committee **RESOLVES**

To consider the above report and agree on any further action in respect of the allocation of grant support criteria.

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Background Papers:-

None.

For further information please contact Dave Deeks on:-

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APPENDIX A

Proposals for grant awards 2005/06

				<u>2004/05</u>	<u>2005/06</u>	<u>2005/06</u>	<u>Notes</u>
				<u>Award</u>	<u>Budget</u>	<u>Proposal</u>	
<u>Existing Grant Recipients</u>							
1	2	CAB	Main grant	72,100		74,300	
		Outreach Service		1,800		1,800	
		Mediation		1,000			
				<u>74,900</u>	<u>76,400</u>	<u>76,100</u>	
<u>General Grants</u>							
1	3	5	Barling Evergreen Club	110		110	Notional
2	3	5	Cruse bereavement	100			No application
3	3	5	Essex Racial Equality Council	660		680	Plus 3%
4	3	4	Great Wakering OAP club	100		100	Notional
5	3	4	Historical Society for Rayleigh (Windmill)	230		235	Meet request
6	3	5	Hockley & Hawkwell Old Peoples Welfare	3,500		3,600	Main Old Peoples Club
7	3	5	Hullbridge Pensioners fellowship	110		110	Notional
8	3	4	Hullbridge Senior Citizens Welfare Council	3,500		3,600	Main Old Peoples Club
9	3	4	Mayday Mobile	1,180		1,220	Plus 3%
10	3	4	Rayleigh Age Concern	3,300		3,400	Main Old Peoples Club
11							
12	3	3	Rayleigh Good Fellowship	450		400	Ex Hall Hire
13	3	4	Rayleigh No 1 Club	360		325	Ex Hall Hire
14	3	4	Rayleigh Physically Handicapped Club	800		800	Ex Hall Hire
15							
16	3	4	Relate South Essex	900		900	Meet request
17	3	2	Rochford & District Access Committee	160		300	Partner(key for Authority) + £140
18	3	4	Rochford & District Old Peoples welfare	3,500		3,600	Main Old Peoples Club
19	2	4	Rochford Sports Council	3,200		3,400	Partner + £200
20	3	4	Royal Association for the Deaf	570		600	
22			RAVS - funding under SLA	1,750		1,750	SLA to be renewed
21			Budget for year		26,200		
			Balance from CAB funding		300		
				<u>24,480</u>	<u>26,500</u>	<u>25,130</u>	
				Balance		1,370	
<u>New Applications</u>				Request		Proposal	
25	3	4	Essex Disabled peoples association	1,962		1,962	
26	2	4	Rayleigh Community Family Trust	600			
Total requests				<u>2,562</u>	<u>-</u>	<u>1,962</u>	

APPENDIX B

APPLICATION FOR REVENUE GRANT 2006/2007

Organisation's Name and Address

Is your organisation a registered charity? Yes/No. If yes, please give number _____

Name of Contact: _____

Daytime Telephone No./Email address: _____

Give a brief description of the services which you currently provide

Should a grant be approved, what would you use the money for?

Amount of grant requested: £.....

Should a grant not be approved, what effect would that have upon your organisation?

What is the total number of clients served during the year ie., no. of members, no. of people likely to attend each function etc.? _____

What proportion of those clients live in Rochford District (including Ashingdon, Barling, Canewdon, Foulness, Hawkwell, Hockley, Hullbridge, Rawreth, Rayleigh, Stambridge, Sutton, and Wakering.)?

Approx. _____%

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Category A: 1 2 3

Category B: 2 3 4 5

Area: L R N

WHAT AREA DO YOU SERVE? (Please tick the appropriate box)

Local (ie., specific to the area served by Rochford District Council) ☐

Regional (ie., the County of Essex) ☐

National (ie., the United Kingdom) ☐

Do you make any grants to other organisations? Yes/No

If so, please show below the name of the organisation and the amount of the grant

<u>Name of Organisation</u>	<u>Amount of Grant</u>

Do you receive any funding from a Parish Council? Yes/No

If so, how much? £ _____ from _____ (name of Parish)

What is the estimated cost of providing your services for the year 1 April 2005 to 31 March 2006? £ _____

Do you have any proposals to introduce new services or extend existing services?

Yes ☐

No ☐

If so, please give brief details below

Estimated cost of these proposals over a full year £

Element of this cost which would be provided by any Council grant%

Are there any immediate financial problems facing your organisation which are unlikely to recur, and for which no fund is kept? Please give details below.

HOW IS YOUR ORGANISATION FUNDED? (Please tick appropriate box)

Totally dependent on Rochford District Council's funding ☐

Rochford District Council's funding represents greater than 50% of total funding ☐

Rochford District Council's grant is a valued contribution towards funding and represents 10% or more of the organisation's total funding. ☐

Rochford District Council's grant is notional funding towards the service represents less than 10% of your total funding ☐

If you had a grant in 2005/6, what was the money used for? _____

What benefit was derived from the grant?

Please note that the Council reserves the right to select organisations at random to provide proof of how the previous year's grants were spent prior to processing applications for the following year.

**PLEASE NOTE THAT YOUR APPLICATION WILL NOT BE CONSIDERED
UNLESS IT IS ACCOMPANIED BY YOUR ORGANISATION'S LATEST FULL
YEAR ACCOUNTS, TOGETHER WITH A STATEMENT SHOWING THE
CURRENT FINANCIAL POSITION, IE., FUNDS AVAILABLE AT THE TIME OF
APPLICATION**

8 PLEASE ENSURE THAT ALL QUESTIONS ARE ANSWERED

APPENDIX C

	Organisation	Cate- gory A/B	2004/5 Grant	2005/6 Re- quest	Funds Held	No. Resi- dents Served	2004/5 Cost of Service	Parish Coun- cil Grant?	Regi- stered Chari- ty?	Use to which 2004/5 Grant was put	Benefits derived from 2003/4 Grant	Use to which 2005/6 Grant would be put.	Remarks.
			£	£	£		£	£					
5	Hockley and Hawkwell Old People's Welfare Committee.	3 / 5	3,500	5,000	Not known	Approx. 70	68,000	No.	Yes.	Towards transport and vehicle maintenance costs and salaries.	Enabled services to be maintained.	Towards running, transport and salary costs.	The Day Centre provides hot lunches 5 days a week, a transport and visiting service and entertainment and outings for the elderly of Hawkwell and Hockley.
6	Hullbridge Pensioners Fellowship	3 / 5	110	130	7,300	110	3,000	No	No.	Towards the cost of hall rent and entertainment.	Enabled the Club to keep membership fees down.	Towards the cost of hall hire and entertainment.	The Club holds trips, holidays and functions for the elderly as well as weekly meetings with entertainment and refreshments and celebratory gifts for Christmas, anniversaries, etc.
7	Hullbridge Senior Citizens Welfare Council.	3 / 4	3,500	5,000	3,750 (£3,570 committed to buying new doors	50-60	14,000	No	Yes	Towards cost of meals and improvements to Day Centre.	Improved security and access to Day Centre	To maintain low meal costs and upkeep of building.	The Welfare Committee runs a Day Centre 3 days a week lunches and social activities for the elderly.

APPENDIX D

Grants Criteria

(A) Service Delivery Priority

1. Provide a cost effective, community-focused service that complements the local authority's statutory priorities.
2. Provide a cost effective, community-focused service that complements the local authority's discretionary priorities.
3. Provide a local service either solely or mainly for the following priority groups:
 - Elderly
 - Handicapped
 - Children
 - Other groups identified through the Council's policies.

(B) Funding Priority

1. Applications must be made each year. Any organisation not submitting an application will not receive funding.
2. Totally dependent on Rochford District Council's funding.
3. Rochford District Council's funding represents greater than 50% of total funding.
4. Rochford District Council's grant is a valued contribution towards funding, and represents 10% or more of the organisation's total funding.
5. Rochford District Council's grant is notional funding towards the service and represents less than 10% of the organisation's total funding.

6. The remainder of the grants budget not awarded by the end of the financial year to be carried forward to the following financial year.

Any applications received during the year will be judged solely against the above criteria.

Some organisations may be selected to give a presentation to the Council's Corporate Resources Sub Committee in support of their application.