

Members' Library Service Request Form

Date of Document	06/06/13
Originator	Head Of Policy & Partnerships
Originator's Ref (if any)	
Document Title	Future Arrangements for Administering Partnership Funding to External Organisations and Projects

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Date	06/06/13

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REPORT TO: Members' Library Service

MEETING DATE:

BY: Executive Director (Support Services)

SUBJECT: Future Arrangements for Administering Partnership
Funding to External Organisations and Projects

1 PURPOSE

- 1.1 To report on considerations for future arrangements in administering Partnership Funding to external organisations and projects.

2 RECOMMENDATIONS

- 2.1 The voluntary effort in East Lothian has a huge impact upon the wellbeing of individuals and communities throughout the County. It is important that East Lothian Council ensures that a consistent regime is in place in administering Partnership Funding arrangements, in particular to ensure that such arrangements secure Best Value, and that practice conforms to guidance produced by the Accounts Commission and COSLA.
- 2.2 Members are, therefore, asked to note the proposals as set out in this report and remit officials, under the leadership of the Head of Policy & Partnerships, to implement those proposals.

3 BACKGROUND

- 3.1 East Lothian Council manages and co-ordinates the processing and administration of grant awards to a significant and broad range of external organisations. To date in 2013/2014, the Council has awarded circa £5,003,381 in cash grants to external organisations. The scope of grant assistance offered ranges from modest awards to sums totalling almost £300,000 to individual organisations.
- 3.2 The arrangements for processing and administering grants to date have tended to follow custom and practice within the host Department service responsible for administering particular grant portfolios. In the interest of providing greater scrutiny of grant arrangements and ensuring that the

principles of Best Value are adhered to at all times, it was considered appropriate to conduct a review of the administration arrangements and develop a more strategic and co-ordinated approach. Such arrangements will ensure that the process for applicants is also much clearer and provides greater transparency and consistency in the manner in which applications for financial assistance are considered, evaluated, recommended, monitored and further reported upon.

- 3.3 The Council appreciates that the support provided can be crucial to the existence of external organisations. However, it is also recognised that the Council has a duty to safeguard the interest of the taxpayer by *Following the Public Pound*.
- 3.4 As the Council has been developing further elements of financial support arrangements, particularly in Adult Wellbeing and Children's Wellbeing where a procurement strategy has been followed, officers have seen the need to be more specific, in terms of what the Council expects in return for its award of financial assistance/investment.
- 3.5 In reviewing past and existing arrangements, a Short Life Working Group has been established, led by the Head of Policy & Partnerships and comprising representatives from all Council functions that have an interest and involvement in grant administration. The purpose and scope of the Group is to review Partnership Funding activity across the Council, with a view to rationalising arrangements to ensure the Council follows best practice, as contained within guidance produced by the Accounts Commission and COSLA. The primary focus of the Short Life Working Group is to:-
- Establish a single portal for all applicants approaching the Council for grant / financial assistance. It is considered that the most logical portal for entry to the Council for such assistance or advice and guidance would be through Policy & Partnerships.
 - Create a set of documentation to be consistently applied across all grant and external funding arrangements. New model documentation has been produced comprising an Application Form, Application Guidance, Evaluation and End of Project Form Report.
 - Seek to ensure that in considering recommendations for financial awards primary consideration is given to activities that focus upon **prevention activity, e.g. early intervention initiatives**, alignment with the **Single Outcome Agreement**, alignment with the **Council Plan**, targeting community infrastructure weaknesses that emerge from Local Area Partnership intelligence, and ensuring that funding activity aligns very clearly with the Council's drive towards Local Area Management arrangements.
- 3.6 An analysis has been undertaken of allocations that have been approved by Cabinet for 2013/2014:-

• Corporate Financial Assistance (e.g. Miscellaneous Grants; Safer East Lothian Fund; Fairer East Lothian Fund)	£ 829,000
• Support to Community Councils	£ 143,000
• Children's Wellbeing	£ 768,231
• Adult Wellbeing (Section 10)	£ 1,571,866
• Policy & Partnerships Revenue Grants	£ 969,685
• Housing Service External Grants	£ 551,549
• Civic Pride Grant Awards	£ 50,000
• Tourism Grant Awards	£ 120,000

TOTAL PARTNERSHIP FINANCE & GRANT FUNDING TO DATE IN 2013/2014 **£5,003,381**

3.7 Further examination has, however, been undertaken to identify areas where funding duplication has arisen across services and sectoral support. For example, Advisory Services, who are in receipt of Council financial assistance. Appendix 1 details the analysis of funding allocations in 2013/2014.

• Funding Duplications	£ 243,292
• Adoption Services	£ 48,340
• Advisory Services	£ 653,194
• Carers Provision	£ 238,629
• Day Centre Provision (Section 10 Grants)	£ 689,325
• Disability Provision	£ 1,077,414
• Drugs & Alcohol Services	£ 20,255
• Mental Health Services	£ 99,093
• Trust Organisations, by way of Grant Funding	£ 399,828
• Voluntary Sector Representative Body (e.g. Volunteer Development East Lothian & Voluntary Action East Lothian)	£ 128,961
• Youth Provision	£ 86,574

3.8 As can be seen from the detail in the Appendix, there are a number of areas and sectors that the Council supports where duplication arises in particular service areas; e.g. Advisory Services, where more co-ordinated financial assistance arrangements would yield greater efficiency and effectiveness.

- 3.9 It is intended that engagements with a range of organisations will take place over the summer months to identify where greater synergy can be secured and potentially move some of what has historically been grant funding activity onto a commissioning and procurement footing. For example, a review of Advisory Service support is about to commence.
- 3.10 Key to such activity will not only be in ensuring that the Council follows best practice in relation to Best Value considerations, but also in driving greater efficiency and contribution from organisations that the Council supports and, in so doing, securing stepped reductions in the Council's overall Partnership Funding budgetary provision for financial years 2014/2015 and beyond.
- 3.11 As mentioned previously, the starting point to drive reductions in Partnership Funding will be to pay close attention to organisations that seek financial assistance in determining their activity, initiative contribution to **prevention, early intervention**, alignment with the **Single Outcome Agreement** and **Council Plan** priorities (Council Plan priorities being Growing the Economy; Growing our People; Growing our Communities).
- 3.12 It is important to note that organisations who cannot demonstrate a contribution towards meeting such priority criteria may fail to secure financial assistance. In such circumstances, it is essential that early engagement with those organisations takes place as soon as possible, and well in advance of funding provision for 2014/2015.

4 POLICY IMPLICATIONS

- 4.1 In providing financial support to external organisations and the voluntary sector in East Lothian, the Council requires to ensure that the contribution and activities of such organisations adhere to the **Single Outcome Agreement** priorities, the **Council Plan** priorities and Council Business Group function objectives.

5 EQUALITIES IMPACT ASSESSMENT

- 5.1 An Equalities Impact Assessment has been undertaken in examining the process of administering Partnership Funding to external organisations.

6 RESOURCE IMPLICATIONS

- 6.1 **Financial** - As noted in this report, the financial contribution to external organisations thus far in 2013/2014, by way of Partnership Funding, amounts to some £5 million. In applying the criteria as proposed in the report, it is intended to drive reductions in Partnership Funding budgetary provision whilst at the same time seeking to secure greater efficiency and

effectiveness from the organisations that are in receipt of assistance from the Council.

6.2 **Personnel** - It is intended that arising from the review of Policy & Strategy functions within the Council, an existing Policy & Strategy Officer be identified to take primary responsibility for driving forward the recommendations and proposals within this report.

6.3 **Other** – None.

7 BACKGROUND PAPERS

7.1 Recommendations on partnership finance and grant funding awards to external organisations during 2013/2014:-

- Report to Cabinet – 12 March 2013 : *2013/2014 Partnership Funding from Fairer East Lothian Fund, Safer East Lothian Fund and Miscellaneous Grants.*
- Report to Cabinet – 12 March 2013 : *Housing Service External Grant Awards 2013/2014.*
- Report to Cabinet – 12 March 2013 : *Investing in our Communities – Support to Community Councils.*
- Report to Cabinet – 9 April 2013 – *Adult Wellbeing Payments to Voluntary Organisations 2013/2014.*
- Report to Cabinet – 9 April 2013 – *Policy & Partnerships Funding Recommendations 2013/2014.*
- Report to Cabinet – 14 May 2013 – *Children’s Wellbeing Payments to Voluntary/Partner Organisations 2013/2014.*

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DATE	6 June 2013

ANALYSIS OF ELC PARTNERSHIP FINANCE AND GRANT FUNDING ALLOCATIONS 2013/2014

ORGANSIATION	BRIEF DESCRIPTION OF ORGANISATION/FUNDING	2013/2014 AWARD £
Action for Children	Provision of respite/outreach service for children with complex needs and challenging behaviour. SLA - 50% Health / 50% East, Mid, West Lothian & City of Edinburgh. Currently updating SLA with partners to run until March 2014. (Children's Wellbeing Partnership Funding grant award).	41,000
Bankfoot, Aberlour	Provision of residential respite places to children and young people with disabilities in a small unit in Prestonpans (Children's Wellbeing Partnership Funding grant award). SLA until 31 March 2013 extended to 2014 to further consult with service users and their families regarding future wishes post-Self Directed Support implementation.	294,000
Aberlour Outreach	See Above.	19,220
Capability Scotland	Adult Wellbeing Section 10 grant award.	126,202
Care & Repair East Lothian	Care & Repair East Lothian and the Small Repairs Service assist older and disabled homeowners and private tenants by providing practical help with adaptations, repairs and household maintenance (Housing Service external grant award).	285,464
Children's Hospice Association Scotland	Provision of comprehensive professional care, help and support to children and young people under 16 yrs and their families who have a terminal illness or condition. (Children's Wellbeing Section 10 Ext. Prov. Grant award).	11,887
Deaf Action	Adult Wellbeing Section 10 grant award.	50,025
East Lothian Handicapped Children's Playscheme	Adult Wellbeing Section 10 grant award.	1,272
East Lothian Special Needs Playscheme	Provision of specialist school holiday playschemes (Easter, Summer, October) for disabled children with a range of complex and enduring needs - includes transport costs of up to £38,982 (Children's Wellbeing Ext. Prov. grant award).	101,937
Lothian Centre for Integrated Living	Adult Wellbeing Section 10 grant award.	42,201
Muirfield Riding Therapy	Operational costs (Policy & Partnerships Partnership Funding grant award).	3,000
Pennypit Special Needs Youth Club	Operational costs (Policy & Partnerships Partnership Funding grant award).	32,160
RNIB	Adult Wellbeing Section 10 grant award.	61,887
Scottish Huntington's Association	Adult Wellbeing Section 10 grant award.	7,159
		TOTAL
		1,077,414