

Report To:	Education and Communities Committee	Date:	11 May 2021
Report By:	Corporate Director Education, Communities and Organisational Development	Report No:	EDUCOM/23/21/RB
Contact Officer:	Tony McEwan Head of Culture, Communities and Educational Resources	Contact No:	01475 712824
Subject:	Review of GTVO and U19s Grants and Community Hall Waivers		

1.0 PURPOSE

- 1.1 The purpose of this report is to provide the Education and Communities Committee with a summary of the recent consultation on GTVO, U19s sports grants and Community Hall Waivers (GTVO review) and seek approval to combine these funding streams into one 'Community Grants' model from 2021/2022 with a cap of £10,000 per organisation.

2.0 SUMMARY

- 2.1 The consultation element of the GTVO review has now concluded. Views of stakeholders and elected members were sought through questionnaires and also two elected member briefings. In particular, views were sought on a proposal to cap grants and move towards a model of combining all funding streams into one 'Community Grants Fund' where organisations could apply for support for:
- facilities/core Costs: running costs linked directly to the delivery of activities/services provided by the group/organisation (i.e. heating/lighting/rent);
 - project Costs: costs linked directly to a specific project being delivered by the groups/organisation (i.e. resources/uniform/event); and
 - fee waivers: support for organisations towards costs for the hire of Inverclyde Council and Inverclyde Leisure premises.
- 2.2 Although respondents were generally satisfied with the current process, the review did highlight a number of areas where improvements could be made. These improvements would provide elected members with fuller information around the rationale for officers' recommendations while still ensuring the efficient decision-making process of the Grants Sub-Committee. The capping of grants would also mean that there is the potential for a more groups to access funding from the Council.
- 2.3 This report provides a revised framework for GTVO which takes into account suggestions made by stakeholders and elected members.

3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Education and Communities Committee:
- notes the findings of the review into GTVO; and
 - agrees to the changes being proposed to the GTVO process from 2021/2022.

Ruth Binks
Corporate Director of Education, Communities and Organisational Development

4.0 BACKGROUND

4.1 The purpose of the Grants to Voluntary Organisations (GTVO) and U19s sports grants is to support small community, voluntary and sports organisations who contribute to improving the quality of life and wellbeing of the people of Inverclyde. Currently, individual grants can be made up to a maximum of £25,000.

4.2 For both GTVO and U19s sports grants, there are normally two rounds of submissions within a financial year. The Community Hall Waivers is usually on case by case application up to maximum of 3K. Most of the budgets are allocated in the first round, with the balance normally being allocated in Round 2. Organisations complete applications which are often sponsored by elected members. The CLD team then undertake a number of checks around governance and the financial position of organisations and then make recommendations to the Grants sub-committee on the amount to be awarded. The recommended amount of grant is informed by a number of factors:

- whether the organisation is constituted;
- the purpose of the grant;
- previous grants awarded;
- grants given from other organisations;
- the financial position of the organisation;
- community benefit; and
- improving equality.

4.3 The Education and Communities Committee agreed in September 2020 that a review of GTVO and U19s sports grants should be undertaken from December 2020. Following agreement by the Corporate Management Team in February 2021 on the scope of the review, consultation was undertaken with elected members and also recent recipients of the grants.

4.4 The review sought views on the following:

- The application and decision-making process;
- The impact of GTVO and U19s sports grants;
- The impact of COVID-19;
- The process in respect of equalities (are there groups that are being excluded?);
- Analyses of other Councils' approaches;
- Consultation on a revised proposal where grant funding streams would be combined and a cap of individual grants introduced; and
- GTVO in the context of PB.

4.5 Summary of findings from the consultation process

4.5.1 Stakeholders

There was a good response rate to the applicant survey, with 55% (72) returning their questionnaire. There was a high level of satisfaction reported from applicants, particularly around the support provided by officers through the application process. Guidance was found to be clear although many respondents would prefer a longer lead in time for applying. A clear majority of respondents supported the idea of combining the funding streams as long as it did not represent an overall reduction in the GTVO budget. Almost all respondents supported a capping of grant to a single organisation at £10,000. All agreed that there should be more transparency over the decision making process for all grants and that more publicity around the impact of grants from the Council would be welcomed.

4.5.2 Elected members

Two briefings were held for elected members, in addition to the questionnaire which was issued. It was clear from the consultation with elected members that the decision-making around grants should continue to lie with the grants sub-committee. There was broad support for the grant amounts currently recommended by officers under the current guidelines but

members would prefer more supporting information in the Grants Sub-Committee papers, particularly for those grants which are more substantial. There is also scope to improve the presentation of the report to sub-committee members and provide better categorisation of grants. Overall, there was a general degree of satisfaction with the current grants process amongst elected members; merit in combining the grants to a single community grants fund and the capping of grants at £10,000. However, members did advise that they would like to see how this would work in practice.

5.0 COMMUNITY GRANT FUND PROPOSAL

5.1 In recent years, many applications from organisations request support for a combination of core costs, funding for one-off projects or fee waivers.

5.2 Taking this into account it is proposed to bring together the three current schemes (GTVO, Under 19's sports grant fund and Community Waivers) into a Community Grants Fund which would make it easier for applicants to apply for grant.

5.3 The Community Grants Fund would consider grants under the following headings:

- Facilities/Core Costs: running costs linked directly to the delivery of activities/services provided by the group/organisation (i.e. heating/lighting/rent));
- Project Costs: costs linked directly to a specific project being delivered by the groups/organisation (i.e. resources/uniform/event); and
- Fee Waiver: support for organisations towards costs for the hire of Inverclyde Council and Inverclyde Leisure premises.

5.4 Applications will be considered from organisations where funding is being sought for various projects/activities and/ or running costs and awards will not exceed £10,000 per organisation.

5.5 In order to apply to the Community Grants Fund, applications would only be considered if:

- Groups / organisations are actively based and provide services in Inverclyde;
- Applying as a sports club, it is actively operating, training and playing in Inverclyde or are setting up to do so;
- The group is non-profit or in the context of a voluntary sports club have an under 19s section/players;
- The group has Public Liability Insurance, where applicable
- The group has a constitution, set of rules or Memorandum and Articles of Association which is dated and signed as 'adopted' by an office bearer on behalf of the group;
- The group has a bank or building society account which requires at least two signatures on each cheque or withdrawal;
- The grant will be spent within one year of the date of award letter; and
- The organisation is registered with Inverclyde Council.

These provisions are in line with existing criteria although there will be an increased emphasis on how the funding would be used to benefit the wider Inverclyde community. Additionally, there will be a condition of grant that groups will consent to acknowledging the impact of Council Community Grant in publicity or marketing materials.

5.6 In order to ensure continuing best value, the Council will not consider applications:

- which cover goods or services that the group orders or receives prior to the date of the award letter;
- which ask to cover core salary costs;
- for activities which have a closed membership or that could deliberately disadvantage other groups or residents of Inverclyde;
- for private clubs for commercial activities, but would consider requests to support initiatives designed to widen access to, and increase participation of disadvantaged and under-represented groups; or
- for organisations that contract with, or intend to contract with, the private sector.

- 5.7 The purpose of the Community Grants Fund is to enable the Council to provide financial support to community, sports and voluntary organisations within Inverclyde. Organisations would apply for grants and would need to specify in their applications how much funding they are requesting against the three categories of: operational costs, project costs and fee waiver costs. It is also proposed to cap grants to each organisation at £10,000 which would enable more organisations to benefit from financial support by the Council.
- 5.8 Organisations will need to specify how the awarding of a grant would contribute to and benefit the wider community in line with our local priorities of: repopulation, inequalities or environment, culture and heritage. Examples of these community benefits could be: a number of free or subsidised places offered to those on low incomes; measures to improve participation of under-represented groups; or improve visitor numbers to the area.
- 5.9 A revised application is being developed and will include the following changes:
- Applicants will be asked to identify the outcome they wish to achieve from receiving grant support and how this contributes to the aims of the LOIP. This section will be given more prominence in the form;
 - Applicants will now specify the amount they are requesting against each of the categories (stated in 5.7 above);
 - Elected members will no longer be required to support a group's application. This will allow all members of the grant sub-committee to fully participate in the debate and decision-making at the meeting.
- 5.10 A minimum of 4 weeks will be provided for applicants to apply for grants. This will address concerns by groups that sometimes the application window is too narrow.
- 5.11 The report to the Grants sub-committee will be more detailed so that elected members are provided with as much information as possible which support officers' recommendations. The revised report will also provide enhanced data on categories, equalities information and historic grant amounts. An example of how entries will be detailed in the revised report forms appendix 1 to this report.
- 5.12 The Grants sub-committee will meet twice a year to consider officer recommendations in relation to community grants. It is anticipated that the majority of grants will be allocated in the first meeting of the year. A second meeting will allow for any remaining balances to be re-allocated.
- 5.13 An annual report will be prepared each year to the Education and Communities Committee, supported by an elected member briefing, providing case studies of how grants have been used. This will address concerns around the lack of publicity around grants. This report will also provide assurance to members around the governance of the grants.
- 5.14 In conclusion, evidence provided throughout the review did not support radical change to the grants process. This report therefore seeks to set out how the current process could be improved by providing elected members with better quality information, ensuring applications are furthering the aims of the Council, advancing equality; and ensuring that funding reaches as many organisations as possible.

6.0 IMPLICATIONS

6.1 Finance

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
N/A					

6.2 **Legal**

None.

6.3 **Human Resources**

None.

6.4 **Equalities**

Equalities

(a) Has an Equality Impact Assessment been carried out?

x	YES (see attached appendix)
	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required

(b) Fairer Scotland Duty

If this report affects or proposes any major strategic decision:-

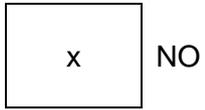
Has there been active consideration of how this report's recommendations reduce inequalities of outcome?

x	YES – A written statement showing how this report's recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
	NO

(c) Data Protection

Has a Data Protection Impact Assessment been carried out?

	YES – This report involves data processing which may result in a high risk to the rights and freedoms of individuals.
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6.5 **Repopulation**

None.

7.0 **CONSULTATIONS**

7.1 The CMT has reviewed this proposal and has fully endorsed the report's recommendations.

8.0 **BACKGROUND PAPERS**

8.1 N/A.

Appendix 1 – Sample report

KEY	
A:	facilities / core costs
B:	Project / event costs
C:	Fee waiver

Organisation Category: Care Groups

Applicant name	Details of Organisation	Amounts requested	Total requested	Purpose of grant including target group	LOIP priority(s)	Historic award(s)	Recommendation £	Conditional Y/N	Reason for recommendation
Inverclyde Enable	Registered charity – 4 on committee. Bank balance Jan 2019 £ xx Beneficiaries 30.	A: £2,700 B: 0 C: 0	£2,700	Support towards weekly transport costs to allow members to travel to and from the club. Young people/disabled.	Inequalities	£1,500 18/19	A: £1,500 B: C:	Y	Meets criteria but conditional as waiting for end of grant report for previous year being rec'd
Inverclyde Family Contact Centre	Registered charity – 7 on committee, 20 volunteers. Bank balance Mar 2019 £xx Beneficiaries 200.	A: £16,810 B: 0 C: 0	£16,810	Support towards increased venue costs to ensure we can continue our work in modern premises meeting the needs of the children we aim to help.	E, C & H	£4,000 18/19	A: £6,000 B: C:	Y	Meets criteria but conditional as waiting for end of grant report for previous year being rec'd

Total requested by care groups: £19,510

Total amount recommended to care groups: £7,500

Organisation Category: Cultural

Applicant name	Details of Organisation	Amounts requested	Total requested	Purpose of grant including target group	LOIP priority(s)	Historic award(s)	Recommendation £	Conditional Y/N	Reason for recommendation
Hillend Art Club	Registered charity, 7 on committee. Bank balance Apr 2019 £xx. Beneficiaries 15.	A: 930 B: 0 C: 0	£930	Monthly tutor, supplies and an art based outing. Young, adults, older people	E,C & H	£500 18/19	A: £500 B: C:	Y	Conditional on end of grant report being received. Reduced award due to budget limitations
Inverclyde Juvenile Pipe Band	Registered charity – 7 on committee. Bank balance Sept 2018 £xx. Beneficiaries 50.	A: 5,000 B: 0 C: 0	£5,000	Support to purchase beginner drums to enable practice and development of skills on actual instrument. Full pipe band kit (4 snare, 4 tenor, 1 bass).	E,C & H	£3,000 18/19	A: £2,500 B: C:	Y	Conditional on end of grant report being received. Only £2500 of award meets criteria

Total requested by cultural groups: £5,930

Total amount recommended to care groups: £3,000

Organisation Category: Sport

Applicant name	Details of Organisation	Amounts requested	Total requested	Purpose of grant including target group	LOIP priority(s)	Historic award(s)	Recommendation £	Conditional Y/N	Reason for recommendation
Inverclyde Cricket Club	Not charity – 8 committee, 12 volunteers. Bank balance Sept 2018 £xx. Beneficiaries 68.	A: 2,660 B: 0 C: 0	£2,500	Continue success of Growing Cricket in Inverclyde – further develop the playing pathway from school to club, expand the existing primary school programme, further develop the club junior coaching programme.	E, C & H	£1,500 18/19	A: B: £1,000 C:	Y	Conditional on grant report being received meets criteria
Newark Angling Club	Not charity – 8 on committee, Bank balance Jan 2019 £xx. Beneficiaries 50+.	A: 0 B: 600 C: 0	£600	To subsidise Junior and older members who have limited resources. Travel £500, trophies £100. All ages	Inequalities, E,C & H	£500 18/19	A: B: £500 C:	N	Bank balance sufficient to support the purchase of trophies

Total requested by Sport groups: £3,100

Total amount recommended to Sport groups: £1,500

Summary information:

<Insert pie charts and graphs on awards by category etc>