

Brighton & Hove City Council

For general release

Agenda Item 23

Meeting: Policy and Resources Committee

Date: 22 June 2005

Report of: Director of Cultural Services

Subject: Proposals for Discretionary Grants Programmes
2007-2010

1. Purpose of the report

1.1 This report builds on the delivery of the Discretionary Grants Programmes 2004-07 agreed at the Policy and Resources Committee Meeting on 13 November 2002. It makes detailed recommendations for the administration and decision-making of the Council's Discretionary Grant funding.

2. Recommendations

- 2.1 To agree the application process for three-year and annual grant funding 2007-2010 as outlined in Section 3 of this report. (Appendix 2 sets out an indicative timetable for this approach with Appendix 3 summarising the process.)
- 2.2 To agree the role of the cross-party Members' Advisory Group and the Terms of Reference as detailed in Appendix 4.
- 2.3 To agree the existing Members' Advisory Group, covering Global Grants and Community Development Commissioning, be extended to cover three-year grant funding from 2007/10 and annual grant funding programmes from 2005/06.
- 2.4 To agree that funding recommendations from the Members' Advisory Group be made to the Policy and Resources Committee for Three-Year Grant Funding.
- 2.5 To agree that funding recommendations from the Members' Advisory Group for all smaller and specialist programmes be made to the Director of Cultural Services.

- 2.6 To agree that funding recommendations for Grants to Smaller Organisations and Specialist Programmes can be made by the Chair of the Members' Advisory Group. Recommendations for grants between £3,001 and £5,000 will be made in consultation with the members of the group.

3. Application Process and Criteria

The aims and objectives of the City Council's Discretionary Grants Programme are to:

- 3.1 Deliver three-year revenue grant funding for larger and medium sized organisations, one-year funding for smaller organisations and the specialist range of grant programmes for organisations of any size. (See Appendix 3 outlining programme 2007-2010.)
- 3.2 Work to application criteria based on existing City Council commitments, priorities and directorate development plans. The Discretionary Grant Programmes 2007-2010 will support the council's four corporate priorities:
- Developing a prosperous and sustainable economy
 - Liveability (improving quality of life in the city)
 - Social well-being and caring for vulnerable people
 - Thriving 14 year-olds able to participate in city life
- 3.3 Deliver a range of grants programmes dependent on the size of the organisation's annual income with application processes suitable to their size and amount of funding requested.
- Smaller Organisations – annual income up to £25,000
 - Medium Organisations – annual income between £25,001-£100,000
 - Larger Organisations – annual income over £100,001

In addition:

- 3.4 It has been agreed that organisations with multiple projects are assessed on the basis of the size of their total organisational annual income not individual project annual income.
- 3.5 As the 2007/2010 City Council budget has not yet been set, this report is using the 2005/06 corporate grants budget £1,470,170, as an indicative level of funding. Approximate allocations will be made as indicated below:
- £900,000 to Larger Organisations
 - £225,000 to Medium Organisations
 - £125,000 to Smaller Organisations

- 3.6 The maximum grant limit for each section of the programmes will be:
- Smaller Organisations – maximum annual grant £5,000
 - Medium Organisations – maximum annual grant £25,000
 - Larger Organisations – maximum annual grant £100,000
- 3.7 The transitional arrangements giving flexibility to allocate funding in excess of £100,000 using a Service Level Agreement (SLA) which were agreed for the 2004/07 scheme have now finished. The new programme will maintain a grant ceiling of £100,000 per annum.

Three-Year Funding 2007/10 for Medium and Larger Sized Organisations

- 3.8 The application process for three-year grant funding will comprise an initial Outline Bid followed by a more detailed Full Bid for organisations who are prioritised to the second stage. Applications which reach the second stage would not be guaranteed a grant, as there would be a further prioritisation process.
- 3.9 Recommendations on Outline and Full Bids will be made by the cross-party Members' Advisory Group to the Policy and Resources Committees in 2006.
- Members' Advisory Group – March: Outline Bid recommendations to April Committee
 - Members' Advisory Group – October: Full Bid recommendations to November or December Committee

Annual Funding to Smaller Sized Organisations

- 3.10 Applications for Grants to Smaller Organisations will continue to be made on a quarterly basis in April, July, October and January.
- 3.11 Smaller Organisations with an annual income of up to £25,000 will be able to apply for up to £5,000 per annum on an annual basis.

Annual Funding to Specialist Programmes

- 3.12 Allocations to each of the specialist programmes and indicative award limits are as follow. Organisations of any size can apply in these schemes each year.

	Annual Allocation Award £	Usual Maximum £
Arts Partnership Awards	45,000	2,000

Pride Community Chest	5,000	750
Sustainability		40,000
2,500		
Improving Organisational Equalities	40,000	
2,500		
Community Festivals	20,000	
1,500		

3.13 Applications to all of the above will continue to be made on a quarterly basis in April, July October and January with the exception of the Pride Community Chest which is delivered annually in May/June.

4. Information/background

4.1 The delivery of the Discretionary Grants Programme was revised following the consultation for the Best Value Review of Grants and the Discretionary Grants Scrutiny Panel 2002.

4.2 Revisions included:

- A two-stage process of Outline and Full Bid applications for three-year funding
- A cross-party grants Panel to make recommendations to the Policy and Resources Committee for Full Bids (now extended to Outline Bids in the recommendations for the 2007/10 programme)
- Clear matching of grants programmes to City Council priorities

4.3 The new process was put into place for 2004/07 three-year grant funding and for annual programmes from 2004/05.

4.4 Take-up of one new programme: Community Festivals has been very high with all budgeted monies being allocated.

4.5 Take-up of two of the new programmes: Environmental Sustainability and Improving Organisational Equalities, has been slower. Feedback has shown that the £1,500 grant available was insufficient to complete many projects. Consequently it has been increased to £2,500 from 2005/06.

4.6 The decision to focus on core funding in the Council's programmes has been well received and targets money appropriately.

4.7 The Council's Discretionary Grants Programmes must be seen in the light of the delivery of a range of funding opportunities through and in partnership with other parts of the Council, for example: Global Grants, Single Regeneration Budget, Area

Investment Framework, Children's Fund, Neighbourhood Renewal, Sure Start etc.

5. Consultation

- 5.1 Feedback from the Voluntary and Community Sector has been positive on all aspects of the new programme and access to the Council website to download information and application forms etc is seen as a major improvement.
- 5.2 Following the three-year application process in 2003, feedback evaluation was obtained. Of those that responded, 88% found both the Outline and Full Bids forms clear and easy to understand and the constructive comments received will be incorporated into the design of the new forms.
- 5.3 Use of a Members' Advisory Group has proved to be a well-respected and accountable decision-making process and has been extended to cover Global Grants and Community Development Commissioning decision making.
- 5.4 The current Councillors on the cross-party Members' Advisory Group have been consulted on, and are in agreement with, the revised role for the Group.

Committee Report Appendix 1

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Wards affected	All

Financial implications

The three-year grant budget has not been finalised for 2007/10. For the purposes of this report the 2005/06 figures have been used giving an annual budget £1,470,170. Should there be a material change in the budget available during 2007/2010, a further report outlining revised proposals will be submitted to this Committee.

Allan Clarkson 31.05.05

Legal implications

This report proposes that a Members' Advisory Group ["MAG"] makes recommendations on various grants. In respect of Three-Year Grant Funding it is proposed that the final decisions will be made by the Committee, but that all other grant applications will fall within the delegated power of Director of Cultural Services, in exercise of which he will have regard to the recommendations of the MAG [or in the case of Grants to Smaller Organisations and Specialist Programmes the Chair of the MAG]. This should ensure consistent decision-making at the right level.
Bob Bruce 01.06.05

Corporate/Citywide implications Outline and Full Bids will be assessed against key City Council priorities.	Risk assessment Every effort will be made to ensure organisations are funded in line with their individual core objectives and the City Council's priorities.
Sustainability implications Sustainability issues are considered in appraisal of all applications. This report recommends the continuation of the Environmental Sustainability specialist funding programme.	Equalities implications Equalities issues are considered in appraisal of all applications. This report recommends the continuation of the Implementing Organisational Equalities specialist funding programme.
Implications for the prevention of crime and disorder There are no specific implication on prevention of crime and disorder with in this report. However community safety is one of the key priorities within all grant funding programmes.	

Appendices

Appendix 2 – Timetable for three-year discretionary grants application and decision-making process
 Appendix 3 – Discretionary Grants Programme 2007/10
 Appendix 4 – Terms of Reference: Members' Advisory Group

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