



AGENDA ITEM: 5(a)

CABINET: 14 JANUARY 2014

Report of: Transformation Manager

Relevant Managing Director: Managing Director (Transformation)

Relevant Portfolio Holder: Councillor D Sudworth

**Contact for further information: Mrs S Griffiths (Extn. 5097)
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SUBJECT: FUNDING OF VOLUNTARY & OTHER ORGANISATIONS

Wards affected: Borough wide

1.0 PURPOSE OF THE REPORT

1.1 To advise of the recommendations of the Funding of Voluntary and Other Organisations Working Group meetings of 9 September and 16 December 2013 in respect of the presentations/written submissions received from the voluntary organisations in relation to the monitoring/evaluation of the service level agreements and the application for further funding received from the West Lancashire Dial a Ride Association.

2.0 RECOMMENDATIONS

2.1 That the recommendations arising from the monitoring and evaluation of the three year Service Level Agreements by the Funding of Voluntary and Other Organisations Working Group at its meetings of 9 September and 16 December 2013 be endorsed as detailed in the minutes of the meetings attached at Appendices 2 and 3.

2.2 That funding be made available to the West Lancashire Dial A Ride Association of £28,575 per annum from April 2014 in principle, and determined when the budget is set on 26 February 2014. This funding be by way of a two year Service Level Agreement and be subject to:-

- i) a review of the Service Level Agreement following the outcome of the Lancashire County Council review on Community Transport provision, and
- ii) receipt of satisfactory financial statements from the organisation.

3.0 BACKGROUND

a) Monitoring Service Level Agreements

- 3.1 The Funding of Voluntary and Other Organisations Working Group met on 9 September this year and resolved to undertake the monitoring and evaluation of the service level agreements by way of written representations from those groups receiving funding. At this meeting representatives of the Lancashire West Citizens Advice Bureau provided an oral monitoring/evaluation report to the Working Group.
- 3.2 Following the meeting the voluntary organisations were requested to submit written representations and were provided with an opportunity to meet with the Working Group when the monitoring/evaluation submission would be considered.
- 3.3 The Funding of Voluntary and Other Organisations Working Group met on 16 December 2013 to consider the submissions and were advised that no organisations had requested to meet with Members on this occasion.

b) Application for further funding

- 3.4 At its meeting on 9 September 2013 the Working Group also received an application for further funding from the West Lancashire Dial A Ride Association for 2014 onwards and received a presentation from their representative in support of the application.
- 3.5 The minutes of the meetings containing the recommendations to Cabinet, are attached as an Appendix to this report.

4.0 FINANCIAL AND RESOURCE IMPLICATIONS

- 4.1 The total grants recommended to be made in 2014-2015 amount to £136,234 which will be accommodated within the current budget provision.

5.0 COMMENTS OF THE TRANSFORMATION MANAGER

- 5.1 The Working Group considered the monitoring/evaluation submissions and each of the voluntary organisations were invited to meet with Members to discuss their submissions.
- 5.2 The application for funding of the West Lancashire Dial A Ride Association was considered in line with the judgement with criteria approach and on merit. Members were mindful of the uncertainty of Lancashire County Council policy in relation to Community Transport provision and to the financial viability of the Organisation.

Background Documents

The following background documents (as defined in Section 100D (5) of the Local Government Act 1972) have been relied on to a material extent in preparing this Report.

Monitoring/Evaluation Submissions

Age UK
West Lancashire Council for Voluntary Service
West Lancashire Dial A Ride Association
Relate – Lancashire & Cumbria
Victim Support - Lancashire

Application

West Lancashire dial A Ride Association

Equality Impact Assessment

There is a significant direct impact on members of the public, employees, elected members and / or stakeholders. Therefore an Equality Impact Assessment is required. A formal equality impact assessment is attached as an Appendix to this report, the results of which have been taken into account in the Recommendations contained within this report.

Appendices

1. Equality Impact Assessment
2. Minutes of the Funding of Voluntary & Other Organisations Working Group held on 9 September 2013
3. Minutes of the Funding of Voluntary & Other Organisations Working Group held on 16 December 2013

Equality Impact Assessment - process for services, policies, projects and strategies
Appendix 1

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|---|--|
| <p>1. Using information that you have gathered from service monitoring, surveys, consultation, and other sources such as anecdotal information fed back by members of staff, in your opinion, could your service/policy/strategy/decision (including decisions to cut or change a service or policy) disadvantage, or have a potentially disproportionately negative effect on, any of the following groups of people: <i>People of different ages – including young and older people</i> <i>People with a disability;</i> <i>People of different races/ethnicities/ nationalities;</i> <i>Men; Women;</i> <i>People of different religions/beliefs;</i> <i>People of different sexual orientations;</i> <i>People who are or have identified as transgender;</i> <i>People who are married or in a civil partnership;</i> <i>Women who are pregnant or on maternity leave or men whose partners are pregnant or on maternity leave;</i> <i>People living in areas of deprivation or who are financially disadvantaged.</i></p> | <p>Access to advice/voluntary services is of great benefit for residents in the Borough and in particular to residents within the lower income groups/people with disabilities/people of different races/ethnicities/nationalities/women who are pregnant or on maternity leave or men whose partners are pregnant or on a maternity leave</p> |
| <p>2. What sources of information have you used to come to this decision?</p> | <p>Applications/presentations received from voluntary organisations in receipt of revenue funding</p> |
| <p>3. How have you tried to involve people/groups in developing your service/policy/strategy or in making your decision (including decisions to cut or change a service or policy)?</p> | <p>Monitoring/evaluation of services is undertaken either by way of written representation or invitation to meet with Members/officers</p> |
| <p>4. Could your service/policy/strategy or decision (including decisions to cut or change a service or policy) help or hamper our ability to meet our duties under the Equality Act 2010? Duties are to:- <i>Eliminate discrimination, harassment and victimisation;</i> <i>Advance equality of opportunity (removing or minimising disadvantage, meeting the needs of people);</i> <i>Foster good relations between people who share a protected characteristic and those who do not share it.</i></p> | <p>Proposals will assist in minimising disadvantage and advance equality of opportunity for residents within the Borough</p> |
| <p>5. What actions will you take to address any issues raised in your answers above</p> | <p>Will continue to work with the voluntary sector for the provision of advice/support services within the Borough</p> |

**FUNDING OF VOLUNTARY AND OTHER ORGANISATIONS
CABINET WORKING GROUP**

Appendix 2
HELD: 9 SEPTEMBER 2013
Start: 11.00am
Finish: 12.30pm

PRESENT: Councillor Westley (Chairman)

Councillors: Mrs. Blake
Grant
Mrs. Houlgrave

Officers: Transformation Manager (Mr S Walsh)
Treasury Management and Service Accountant (Mr J Smith)
Principal Member Services Officer (Mrs S Griffiths)

In attendance: Mr P Walker – West Lancashire Dial A Ride Association
Mr M Astley - Lancashire West Citizens Advice Bureau
Mr K Hodges – Lancashire West Citizens Advice Bureau

1. APOLOGIES

There were no apologies for absence.

2. MEMBERSHIP OF THE WORKING GROUP

In accordance with the Council Procedure Rule No. 4, the Working Group noted the termination of Councillors Mrs C Evans and Sudworth and the appointments of Councillors Mrs Blake and Mrs Houlgrave for this meeting only, thereby giving effect to the wishes of the Political Groups.

3. DECLARATIONS OF INTEREST

Councillor Westley declared a non-pecuniary interest in item no.6 (Annual Monitoring of Revenue Grants to Voluntary Organisations/Application for funding – West Lancashire Dial a Ride Association) in view of his membership of Lancashire County Council and also due to a family member undertaking voluntary duties on behalf of Victim Support Lancashire.

4. URGENT BUSINESS, IF ANY, INTRODUCED BY THE CHAIRMAN

There were no items of urgent business.

**FUNDING OF VOLUNTARY AND OTHER ORGANISATIONS HELD: 9 SEPTEMBER 2013
CABINET WORKING GROUP**

5. MINUTES

RESOLVED: That the minutes of the last meeting of the Working Group held on 4 December 2012 be approved as a correct record.

6. ANNUAL MONITORING OF REVENUE GRANTS TO VOLUNTARY ORGANISATIONS/APPLICATION FOR FUNDING - WEST LANCASHIRE DIAL A RIDE ASSOCIATION

Consideration was given to the report of the Transformation Manager on the approach for monitoring/evaluation of the services provided by the voluntary organisations in receipt of revenue funding by way of a Service Level Agreement. Matt Astley and Kevin Hodges representing the Lancashire West CAB were invited to attend the meeting and to provide an update on the service.

The Working Group considered an application for revenue funding from 2014 onwards received from the West Lancashire Dial a Ride Association. Philip Walker Manager of the West Lancashire Dial A Ride Association was invited to attend the meeting and was given an opportunity to make a presentation to the Working Group in support of his application.

West Lancashire Dial A Ride Association

Philip Walker reminded the Working Group of the objectives of the organisation and the adaptations that had been made to the service following the withdrawal of the concessionary travel provision and the introduction of the LCC fare scale.

In referring to the Business Plan Review contained within the application he explained that the West Lancashire Dial A Ride Association's contract for community transport services with Lancashire County Council had been extended until March 2014 as the County Council's review on the need and provision for community transport services in the County had not been concluded. He indicated that the service would continue and outlined re-structuring measures undertaken in order to ensure a strong operational position for tendering for future contracts and sustainability throughout the contract period.

During the ensuing discussion Members raised questions/queries in relation to:-

FUNDING OF VOLUNTARY AND OTHER ORGANISATIONS HELD: 9 SEPTEMBER 2013
CABINET WORKING GROUP

- User numbers
- Proposed further efficiency measures
- Private contract service
- Community value
- Sustainability
- Promotion/advertising the service
- Other funding opportunities

Philip Walker provided a response to the questions raised.

The Chairman expressed thanks on behalf of the Working Group to Philip Walker for his attendance and presentation.

Lancashire West Citizens Advice Bureau

Matt Astley reminded the Working Group of the start up funding received from the Borough Council and the CAB National body for service delivery and reported that the Bureau had committed a sum of £13,000 for the installation of a fire alarm sprinkler system within the premises at the Concourse.

He went on to report upon the operations of the service, in particular referring to the 43% increase in clients using the drop-in service since April and the numbers of fully trained volunteers (26) and volunteers currently in training (11). In view of the demand the Bureau would be looking to increase the service by way of evening/weekend/outreach delivery, although there would be additional costs for this provision.

He further reported that the CAB were working closely with four firms of solicitors and had forged links with Council's Housing/Rent Recovery Team, Age UK, CVS, local foodbanks etc. and that alternative debt advice such as budget advice and the formation of an advisory network would be explored and reported that an award from the Big Lottery fund had been successful which will enhance/develop the service.

Kevin Hodges (Trustee) reported that the Trustees were extremely pleased with how the Lancashire West CAB service had developed and expected it to develop further particularly with the advancement of new technology.

During the ensuing discussion Members raised questions/queries in relation to:-

- Outreach services to other parts of the Borough
- Other sources of funding
- Partnership with the Council's rent and money advice team
- Advocacy

FUNDING OF VOLUNTARY AND OTHER ORGANISATIONS HELD: 9 SEPTEMBER 2013
CABINET WORKING GROUP

The Chairman expressed thanks on behalf of the Working Group to Matt Astley and Kevin Hodges for their attendance and presentation.

RESOLVED (A) That the Voluntary Organisations be asked if they wish to meet with the Working Group or to waive Clause 8 (Monitoring & Evaluation) of the Service Level Agreement and submit a written representation to the Working Group.

(B) That following receipt of written representations the Working Group consider whether to invite an Organisation to make a presentation to a future meeting of the Working Group.

7. EQUALITY & DIVERSITY

The Transformation Manager reported that an equality healthcheck was currently being undertaken by Sian Jay from Social Re:focus and that a further report would be presented to the Working Group on the recommendations arising from this work and how the current process for awarding funding and monitoring SLA's could perhaps be further improved in respect of the equality and diversity agenda.

RESOLVED That the report be noted.

**FUNDING OF VOLUNTARY AND OTHER
ORGANISATIONS CABINET WORKING GROUP**

Appendix 3
HELD: 16 DECEMBER 2013
Start: 10.00am
Finish: 10.35am

PRESENT: Councillor Westley (Chairman)

Councillors: Grant
Mrs. Blake

Officers: Transformation Manager (Mr S Walsh)
Treasury Management and Service Accountant (Mr J Smith)
Principal Member Services Officer (Mrs S Griffiths)

8. APOLOGIES

There were no apologies for absence.

9. MEMBERSHIP OF THE WORKING GROUP

In accordance with the Council Procedure Rule No. 4, the Working Group noted the termination of Councillor Sudworth and the appointment of Councillor Mrs Blake for this meeting only, thereby giving effect to the wishes of the Political Groups.

10. DECLARATIONS OF INTEREST

Councillor Westley declared a non-pecuniary interest in item 6 (Annual Monitoring of Revenue Grants to Voluntary Organisations/Application for funding – West Lancashire Dial a Ride Association) in view of his membership of Lancashire County Council and also due to a family member undertaking voluntary duties on behalf of Victim Support Lancashire.

11. URGENT BUSINESS, IF ANY, INTRODUCED BY THE CHAIRMAN

There were no items of urgent business.

12. MINUTES

RESOLVED: That the minutes of the Working Group held on 9 September 2013 be approved as a correct record.

13. ANNUAL MONITORING OF REVENUE GRANTS TO VOLUNTARY ORGANISATIONS/APPLICATION FOR FUNDING - WEST LANCASHIRE DIAL A RIDE ASSOCIATION

Consideration was given to the report of the Transformation Manager in relation to the above. He reminded Members that the Working Group had previously agreed to undertake monitoring of the three year service level agreements by way of written representations.

He reported upon the application for funding received from the West Lancashire Dial-A-Ride Association from 2014 onwards.

RECOMMENDED (A) That Cabinet be requested to:-

i) continue funding the following voluntary organisations in accordance with the terms contained within the Service Level Agreements:-

- a) Age UK Lancashire (£12,136)
- b) West Lancs. Council for Voluntary Service (£32,779)
- c) West Lancs. Disability Helpline (£5,920)
- d) Relate Lancashire & Cumbria (£3,545)

ii) continue funding the following voluntary organisations in accordance with the terms contained within the Service Level Agreements, subject to the receipt of satisfactory financial statements

- a) Victim Support Lancashire (£4,854)
- b) Lancashire West Citizens Advice Bureau (£48,425)

(B) That a grant of £28,525 be made to the West Lancashire Dial A Ride Association by way of a two year service level agreement, subject to:-

- i) a review of the Service Level Agreement following the outcome of the Lancashire County Council review on Community Transport provision
- ii) receipt of satisfactory financial statements

14. EQUALITY & DIVERSITY

Further to minute 7 of the last meeting of the Working Group, the Transformation Manager provided an update to Members and reported that a report would be submitted to the Working Group sometime next year.

RESOLVED That the report be noted.