



Meeting	Winchester Town Forum
Date and Time	Wednesday, 14th November, 2018 at 6.30 pm.
Venue	Walton Suite, Guildhall, Winchester

AGENDA

1. **Apologies**
To record the names of apologies given
2. **Disclosures of Interests**
To receive any disclosure of interests from Members and Officers in matters to be discussed.
Note: Councillors are reminded of their obligations to declare disclosable pecuniary interests, personal and/or prejudicial interests in accordance with legislation and the Council's Code of Conduct.

If you require advice, please contact the appropriate Democratic Services Officer, prior to the meeting.

3. **Chairman's Announcements**
4. **Minutes** (Pages 5 - 10)
Minutes of the previous meeting held on 12 September 2018.
5. **Public Participation**
To receive and note the questions asked and statements made from members of the public on issues relating to the responsibility of this Forum.

Business Items

6. **Winchester Town Account Medium Term Financial Position** (Pages 11 - 20)
(WTF266)
7. **Annual Update on Play Area Improvements** (Pages 21 - 28)



(WTF265)

8. **Community and Voluntary Sector Grants Review** (Pages 29 - 68)
(CAB 3079)

L Hall
Head of Legal (Interim)

Members of the public are able to easily access all of the papers for this meeting by opening the QR Code reader on your phone or tablet. Hold your device over the QR Code below so that it's clearly visible within your screen and you will be redirected to the agenda pack.



6 November 2018

Agenda Contact: Matthew Watson, Democratic Services Officer
Tel: 01962 848 317 Email: mwatson@winchester.gov.uk

**With the exception of exempt items, Agenda, reports and previous minutes are available on the Council's Website www.winchester.gov.uk*

MEMBERSHIP

Chairman: Weir (Liberal Democrats)

Vice-Chairman: Scott (Conservative)

Liberal Democrats

Becker
Green
Hiscock
Hutchison
Learney
Murphy
Thompson
Tod

Conservatives

Ashton
Berry
Burns
Mather

Quorum = 4 members

The two Country Council Members representing the Winchester Town area are invited as observers.

PUBLIC PARTICIPATION

A public question and comment session is available at 6.30pm for a 15 minute period. There are a few limitations on the questions you can ask. These mainly relate to current applications (including grants), personal cases and confidential matters. Please contact the Democratic Services Officer in advance of the meeting for further details. If there are no members of the public present at 6.30pm who wish to ask questions or make statements, then the meeting will commence.

Voting:

- apart from the Chairman, every Member has one vote when a matter before the meeting requires a decision.
- in the event of an equality of votes, the Chairman may exercise a casting vote and that vote may be exercised in any way seen fit.
- a Member may abstain from voting, or vote differently from how they may have indicated during the debate, without further explanation.

The way each Member voted will not be recorded in the minutes, unless a motion to have a Recorded Vote has been passed.

DISABLED ACCESS:

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Public Document Pack Agenda Item 4

WINCHESTER TOWN FORUM

Wednesday, 12 September 2018

Attendance:

Councillors

Weir (Chairman)

Scott
Ashton
Berry
Green
Hiscock
Hutchison

Learney
Mather
Murphy
Thompson
Tod

Others in attendance who addressed the meeting:

None

Others in attendance who did not address the meeting:

None

Apologies for Absence:

Councillors Becker and Burns

1. DISCLOSURES OF INTERESTS

Councillor Ashton declared a personal, non-prejudicial interest in relation to Agenda Item 5 - KGV Consultation Event, due to his wife's association with the charity "Allegra's Ambition"

Councillors Tod and Hiscock also declared a personal, non-prejudicial interest in relation to Agenda Item 5 - KGV Consultation Event, due to them being County Councillors as the County Council had had provided a grant to the Boxing Club which was located within the site.

Councillors Tod and Hiscock declared a personal, non-prejudicial interest in relation to Agenda Item 7 - Winchester Town Area Traffic Study due to them being County Councillors. Councillor Tod was also a member of the County Council Environment and Economy Scrutiny Committee.

2. **CHAIRMAN'S ANNOUNCEMENTS**

The Chair made the following announcements:

Winchester District Local Plan Part 2. The Chairman encouraged all members to attend a briefing on Monday 24 September regarding the Local Plan process which would also allow a date to be agreed for a Town Forum focused event on the process to take place in either October or November 2018.

Night Bus. The Chairman advised that new timetables had been published by Stagecoach for the No 1 and No 5 routes. The Town Forum will no longer fund the Night Bus on these routes as they have been brought into Stagecoach's viable routes, however, the Forum will continue to fund the No 3 route on specified evenings.

3. **MINUTES**

Regarding the minutes of the previous meeting held on the Wednesday 13 June 2018, ref Item 4 (iii), the Chairman wished to correct the minute. The Chairman hadn't attended the presentation referred to in the minute but she had written to the University but, to date, had not received a response.

RESOLVED:

That subject to the amendment above, the minutes of the previous meeting, held on 13 June 2018 be approved and adopted.

4. **PUBLIC PARTICIPATION**

Mr Patrick Davies addressed the Forum regarding Agenda Item 7 - Winchester Town Area Traffic Study. (Report WTF264 refers). Mr Davies raised a number of points essentially concerned with the timing, linkage and inter-dependencies of this study to major developments and projects in the town area, for example, at Station Approach, Central Winchester Regeneration and the new Leisure Centre. He felt that these projects were dependant on the outcome of the study and therefore rational decisions could not be made until that time.

Mr Ian Tait raised a number of points for the Forum's consideration. In particular, he wished to raise the following points: He was concerned that he felt the Disabled Toilet in the Brookes Centre had been out of use for some time and wished to see it reopened as soon as possible. Mr Tait felt that the Holger Lönze statue was poorly signed and asked if this could be reviewed. Regarding the Casson block, he felt that the improvements made here had been a success and urged members to examine what else could be done in this area. Finally he looked forward to seeing the proposals regarding St Maurice's Covert and wished to record the efforts of Andrew Murphy (Neighbourhood Services Officer) for his ongoing involvement in the project. Finally, he urged the Forum to address the issues of affordable and inclusive housing in the City.

The Chair thanked both public speakers for their contributions.

5. **KGV CONSULTATION EVENT**

The Forum received a presentation from the Head of Landscape & Open Spaces and the Recreational Spaces Officer, regarding the Consultation Event that had taken place on Tuesday 17 July 2018. (A copy of the presentation is available on the Council's website).

Members welcomed the presentation and thanked officers for their work to date on the project. A number of questions and comments were made and were responded to as set out below:

There was a concern over the amount of dog mess on the site, particularly near the entrance. In response, it was clarified that there are a number of bins on site however the siting of them near the entrance would be reviewed.

Clarification was requested regarding the proposal for 20 parking spaces, whether that number had been finalised and what was the response to that figure at the consultation event. Additional comments were made that a safe and manageable number of spaces was important. Officers advised that the allocation of 20 spaces has been part of the engagement event and the aim was to formalise existing parking arrangements by allowing 20 spaces to be formalised. This was considered to be an appropriate number as it allowed users such as the Girls football club, sufficient spaces for essential parking, whilst restricting wider parking. A recent event had shown that it worked extremely well, for example when managed by the Girls football club.

Officers were asked whether the Access Arrangements piece of work identified for Phase 3, could be brought forward to complement the earlier changes to parking. In addition, it was suggested that moving the green waste bins could help with access. Officers responded that they would be happy to look for any opportunities or quick wins in this area.

Some members of the Forum, whilst welcoming the proposals, expressed some concern that they felt improvements could be made through a more joined-up master planning approach with the Leisure Centre project and asked questions regarding the integration and linkages between the two projects. Officers reassured members that they have been working closely with colleagues in the Leisure Centre (Project) Team and felt that a joined-up approach is being achieved. Members were also advised that the Leisure Centre Design Framework did encompass this area.

A number of questions were asked regarding the requirement for a Pavilion, the budget for the Pavilion Architects and whether it was inevitable that there was to be a recurring charge made to the Town Forum, for example, for a proper management plan. Officers advised that there was a clear need for a pavilion stated by users and residents and agreed to report back at a future meeting of the Forum.

A general question was asked regarding the Council's approach to commercial organisations using open spaces for free.

Officers were advised that some residents had reported to members that the survey letter had been received without a return envelope included. Officers apologised and confirmed the alternatives were available such as email or telephone.

The forum congratulated officers on the work undertaken to date and the ambition of the future plans whilst acknowledging the challenge of increasing the use of the site, whilst also improving the environmental and biodiversity elements of the site.

6. **ST MAURICE'S COVERT**

(Cllr Ashton left the meeting during this item)

The Forum received a presentation from the Project Leader at ScottWhitby Studio which provided an update to the St Maurice's Covert Enhancement Strategy.

The following comments and questions from members of the Forum were made and responded to.

Following a question regarding historic gravestones within the site, it was confirmed that there were no human remains on the site.

The Forum was advised that in relation to previous concerns from Hampshire Police, the revised scheme did now have Hampshire Police support.

Comments were raised regarding the impact to the Covert area from Debenhams and the Mercure Hotel and whether these organisations were fully engaged with the project. It was confirmed that both organisations were.

The Chair on behalf of the Forum thanked the Project Leader at ScottWhitby Studio for the presentation and looked forward to further developments. She believed the project had the full support of the Forum.

7. **WINCHESTER TOWN ACCOUNT FINANCIAL PLANNING 2019/20**

(WTF263)

The Finance Manager (Strategic Finance) provided the Forum with an update of the current financial position of the Winchester Town Account and financial projections over the medium and long-term. The key points covered in the update included; Council Tax referendum limits, Community Infrastructure Levy (CIL) receipts and Community Grants.

Members discussed the issue and processes concerned with the Community Infrastructure Levy. Comments were made that the existing process could be improved. Particular issues identified were in specifying project costs, implementation of suggestions and general knowledge of the scheme, it was also suggested whether a “guidelines of costs” document could be produced. Officers advised that a report was being prepared for a future Cabinet meeting with regard to a specific resource being allocated to manage the CIL process.

Members asked for a further update on CIL following the Cabinet meeting.

Resolved:

1. That the Town Forum notes the financial projections in Appendix A and agrees the budget timetable for 2019/20.

8. **PROGRESS ON THE WINCHESTER TOWN AREA TRAFFIC AND MOVEMENT STUDY**

(WTF264)

The Corporate Head of Regulatory and Sam Clark, Transport Officer at Hampshire County Council provided the Forum with an update on the progress on the City of Winchester Movement Strategy and outlined the timetable for further work leading to the adoption of a strategy in early 2019.

Members were advised that the Strategy has been subject to consultation including a public consultation which attracted more than 1300 responses, a phone survey of residents, stakeholder workshops, and member seminar. Further consultation on a draft Strategy was planned in the autumn and would include a Member and parish councils briefing. Once the modelling was completed, a draft strategy with proposed high-level options was to be produced and an open consultation would be held in the autumn. A briefing for Members beforehand was to be provided and officers were also planning to organise a drop-in session for parish councils. The Strategy was intended to improve the way Winchester worked in transport terms which would provide an opportunity for a range of environmental benefits including the city’s public realm and air quality.

Members made a number of comments relating to future growth and existing strategic projects and whether these were built into the modelling work. Officers advised that the modelling was looking to 2031 in order to encompass future growth. With regards to large strategic projects such as Central Winchester Regeneration, the Forum was advised that County and City Council officers were working together collaboratively and that information coming forward through the major projects was informing the development of the Movement Strategy and vice-versa.

The Chair thanked officers for their report.

Resolved

1. That the Town Forum notes the contents of the report

9. **EXEMPT BUSINESS: TO CONSIDER WHETHER IN ALL THE CIRCUMSTANCES OF THE CASE THE PUBLIC INTEREST IN MAINTAINING THE EXEMPTION OUTWEIGHS THE PUBLIC INTEREST IN DISCLOSING THE INFORMATION.**

10. **ENVIRONMENTAL SERVICES CONTRACT DECISION MAKING (EXEMPT REPORT)**

(CAB3044)

The report was introduced by the Strategic Director. The report sought a decision from Cabinet on the procurement of services for the collection of household waste, recycling collections, maintenance of grounds, litter collection and associated services from 1 October 2019. The Strategic Director gave a summary of the report and advised Members that the issue had already been discussed at the recent meeting of The Overview and Scrutiny Committee and was planned to go to Cabinet later this month.

Members raised a variety of local issues including weed spraying, the upkeep of roundabouts and reservations, street cleaning (specifically gulley cleaning), the cleaning of the High St and general points around the reporting of issues for resolution.

The Strategic Director responded to the points from Members. Whilst acknowledging the points Members raised, contracts of this nature contained many variables that could be difficult to plan for, for example, extremes in weather. It is vital that any operational issues continued to be reported to the Client team, who were keen to make improvements to their own monitoring systems.

Regarding Members' comments concerning proposals for changes to the contract specification and specific issues with identified streets, the Strategic Director advised that Members have the opportunity to put these forward as part of the current decision-making process.

Members then discussed how the Forum could be involved in developing the contract specification. Members agreed to form a small working party which will meet once before Christmas 2018 and once more before the end of the municipal year. The Chair would coordinate the setting up of this group and will invite the Strategic Director to attend.

The meeting commenced at 6.30pm and concluded at 8.55 pm

Chairman

REPORT TITLE: WINCHESTER TOWN ACCOUNT MEDIUM TERM FINANCIAL POSITION

14 NOVEMBER 2018

REPORT OF FINANCE MANAGER (STRATEGIC FINANCE)

Contact Officer: Darren Kennedy Tel No: 01962 848464 Email
dkennedy@winchester.gov.uk

WARD(S): ALL TOWN WARDS

PURPOSE

To provide an update on the current budget setting options and considerations for 2019/20, and the medium term plans and projections.

RECOMMENDATIONS:

That the Town Forum;

1. Identify any budget issues to consider further in advance of recommending a Town Account Budget to Cabinet in January.
2. Consider any feedback to give to Cabinet in relation to the wider budget consultation.

IMPLICATIONS:

1 COUNCIL STRATEGY OUTCOME

- 1.1 This report sets out the current financial position including the latest medium term financial projections. Budget options will be considered in line with the Council Strategy.

2 FINANCIAL IMPLICATIONS

- 2.1 Identifying and analysing the financial risks and pressures helps to ensure the effective prioritisation of resources in order to deliver the Council Strategy and maintain a balanced budget.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 None identified

4 WORKFORCE IMPLICATIONS

- 4.1 None directly resulting from this paper

5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 Proposals for a replacement Pavilion at the King George V Playing Fields are currently subject to a feasibility study. Subject to the outcome of the study, an outline business case will be prepared to identify funding options. Officers are currently identifying potential external funding sources for this facility.

6 CONSULTATION AND COMMUNICATION

- 6.1 This report has been discussed with the town account informal group, relevant staff and advisors.

7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 Environmental considerations will be part of the business case supporting any budget proposals.

8 EQUALITY IMPACT ASSESSEMENT

- 8.1 None

9 DATA PROTECTION IMPACT ASSESSMENT

- 9.1 None

10 RISK MANAGEMENT

Risk	Mitigation	Opportunities
<i>Failure to set a balanced budget over the medium term.</i>	<i>Financial projections are shown up until 2026/27 and the scenario planning highlights the potential sensitivities. Planning over a longer period will help to ensure understanding of the scale of the financial challenges and early planning enables enough lead in time for the implementation of the budget options.</i>	<i>Long term strategic planning. Innovative funding streams. Transformational efficiency savings.</i>
<i>Council's service priorities are not reflected in the budget.</i>	<i>The budget planning process, including the implementation of outcome based budgeting and the informal account group meetings which review the detailed budgets and strategy.</i>	<i>Ensure the prioritisation of resources to best meet the outcomes of the authority.</i>

11 SUPPORTING INFORMATION:**Background**

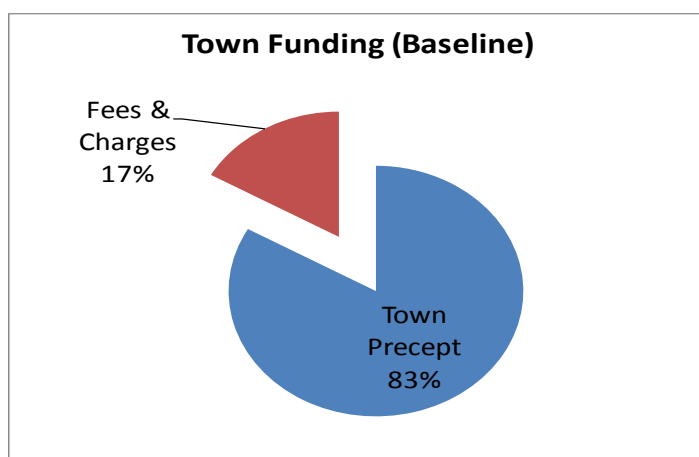
- 11.1 WTF263 Winchester Town Account Financial Planning 2019/20 introduced the budget setting process for 2019/20, the key principles, and updated medium term financial projections to 2026/27.
- 11.2 The Winchester Town Forum (Informal Account) Group met in early October in order to establish the key focus of the budget process and any priority resource considerations to bring back to the Town Forum.

Winchester Town Precept

- 11.3 The town precept for 2018/19 was set at £67.17 (per band D property). The decision on the level of council tax for 2019/20 will be taken at Council in February.
- 11.4 The town will need to consider its proposed strategy for the Town Precept but will need to bear in mind that any decisions will be subject to 'referendum

limits' and may be impacted by decisions taken on the level of district Council tax.

- 11.5 It is currently anticipated that the overall referendum limit for the Council in 2019/20 will remain at either 3% or £5, as was set for 2018/19. This would mean the maximum district and town increase would be just over 3% (with the maximum increase for the town or district interrelated with each other, for example if the district increased by a lower percentage then the town could increase by a higher percentage and still remain within the overall referendum limit).
- 11.6 The graph below shows the current funding split of baseline town expenditure:



- 11.7 The potential additional annual income generated by increasing the Town Precept is shown in the table below. The financial projections in Appendix A assume a 3% increase. CPI inflation was 2.4% as at September 2018 (down from 2.7% in August 2018).

Effect of increasing the Town Precept 2019/20

% Precept Increase	Additional Income £000	Precept
0%		£67.17
1%	9	£67.84
2%	19	£68.51
3%	28	£69.19
5%	47	£70.53

- 11.8 The forecasts are currently calculated using an average increase in properties of 1.2% per annum. The final budget will be updated when the forecast Council Tax Base is approved in December. The effect of increases to the base on income are illustrated below:

	0.4%	0.8%	1.2%	1.6%	2.0%
Increase in Properties	56	112	168	224	280
Increase in Council Tax (£000)	4	8	12	15	19

Fees and Charges

- 11.9 Cemeteries – a new charging schedule was approved commencing in 2016/17 in order to ensure the service was provided at as near to cost as possible. A strategy of increasing charges every year is not currently proposed but instead a more in-depth review every three to four years with the aim of achieving as far as possible a cost neutral position. The next review of charges will commence shortly for implementation in 2020/21.
- 11.10 Sports pitches remain one of the most significant net cost services provided by the Winchester town. Fees and charges are currently under review, including a benchmarking process to understand how our charges compare locally. It is proposed that a report is brought to the town forum in 2019 in order to understand the options available to the town and with the aim of reducing the current net cost of approximately £240k per annum.

Budget Review 2019/20

- 11.11 A review of the grants process is underway (CAB3079 refers). The current annual budget of £80k should be considered alongside this review, as well as the relationship between town and district grant awards.
- 11.12 The Environmental Services contract expires at the end of September 2019. The current budget forecast has been maintained at existing costs (plus inflation).
- 11.13 Enhanced maintenance costs of £26.5k for the King George V playing fields following recent improvements has been met from the General Fund District budget for 2018/19. Consideration needs to be given to how this sum is funded in future years.
- 11.14 The annual update on play improvements report (WTF265) has identified an additional capital budget requirement of £200k in 2020/21 for KGV play area and skate park works. As this is in addition to the current plan no funding has yet been identified and based on the current financial projections in Appendix A it is unlikely these works could be funded from the town earmarked reserve in full.
- 11.15 The cost of the existing night bus service has reduced from c£12.5k to c£7.5k following the successful commercialisation of one of the routes. The budget forecast has currently been maintained while options are considered for whether this saving could be reinvested in enhanced transport services.

11.16 The review of fees and charges will highlight the options available to the council, particularly where income could be increased in order to reduce the net cost of services.

11.17 A contribution of £50k per annum is made for the annual running and maintenance costs of city centre public conveniences. In order to reduce this cost, options could be explored for either reducing the number of facilities or to consider charging for existing facilities.

Community Infrastructure Levy (CIL)

11.18 The total billed neighbourhood CIL (Town) contributions stood at £638k at the end of Q2 2018/19. Approximately £400k of this has been received with the remainder expected within the next 18 months.

11.19 A one-off budget of £100k is available in 2018/19 and a further budget of £50k is proposed in 2019/20. This does not restrict further budget requests from coming forward for approval, up to the total amount of CIL available.

11.20 Committee report CAB3071 recommended the approval of an additional implementation officer, funded by the CIL admin element, in order to support the town and district allocation of funds.

Capital and one-off Revenue Expenditure

11.21 The following capital expenditure budgets are included within the capital programme:

- I. Handlebar Café - £25k in 2018/19
- II. Chesil Theatre Grant - £30k in 2018/19
- III. Changing Pavilions North Walls - £44k in 2018/19 (total project budget of £300k with £256k funded by S106 receipts)
- IV. Changing Pavilions King George V – to be identified
- V. Play Area Refurbishments - £1,065k from 2018/19 to 2024/25 (with £56k funded by S106 receipts). A baseline projection of £110k per annum has been included in Appendix A from 2025/26 onwards. To note a new requirement has been identified in 11.14 above which is not currently within the budget.

11.22 The following one-off revenue expenditure budgets are currently within the 2017/18 revenue budget:

- I. St Maurice's Covert - £44k
- II. Community Infrastructure - £100k
- III. Historic Environment Project Officer - £2k

Reserves

- 11.23 The opening reserve balance for 2018/19 was £526k. Funding the significant one-off capital and revenue expenditure requirements in 2018/19 is forecast to reduce the balance to £62k by the end of 2018/19, which is below the strategy target of 10%. However, a refresh of the capital programme is likely to push some of this expenditure into 2019/20, resulting in a higher closing balance in 2018/19.
- 11.24 It should be noted that the reserve forecasts include illustrative increases in the town precept up to and including 2022/23 (which are below the current referendum levels) in order to fund all of the forecast budget requirements and achieve a 10% reserve balance over the medium term.

12 OTHER OPTIONS CONSIDERED AND REJECTED

12.1 None

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

Winchester Town Account Financial Planning – WTF263 – September 2018

Quarter 4 2017/18 Financial & Performance Monitoring – CAB3060 – July 2018

General Fund Budget 2018/19 – February 2018

Capital Strategy and Capital Programme – CAB3014 – February 2018

Winchester Town Account Budget 2018/19 – WTF258 – January 2018

Other Background Documents:-

None

APPENDICES:

Appendix A – Medium Term Financial Projections

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WINCHESTER TOWN ACCOUNT - Financial Projections

	2018/2019 Forecast	2019/2020 Forecast	2020/2021 Forecast	2021/2022 Forecast	2022/2023 Forecast	2023/2024 Forecast	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
Assumptions:									
Contract inflation		2.5%	2%	2%	2%	2%	2%	2%	2%
Utilities		5%	5%	5%	5%	5%	5%	5%	5%
Percentage increase in tax		3%	2%	2%	2%	0%	0%	0%	0%
Tax Base	13,812	13,977	14,145	14,315	14,487	14,661	14,837	15,015	15,195
	£	£	£	£	£	£	£	£	£
Cost of Services									
Recurring Budgets:									
Allotments	(1,864)	(1,864)	(1,864)	(1,864)	(1,864)	(1,864)	(1,864)	(1,864)	(1,864)
Bus Shelter Cleaning / Maintenance / New Provision	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Cemeteries	34,565	36,694	38,734	40,825	42,967	45,161	47,410	49,713	52,074
Christmas Lights	8,740	8,946	9,115	9,287	9,463	9,642	9,825	10,012	10,202
Community Speed Watch	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Community Wardens (Contribution)	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000
Footway Lighting	20,370	20,642	20,927	21,226	21,540	21,870	22,216	22,580	22,962
Grants	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000
- Theatre Royal (Contribution)	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Support Costs for Grant Scheme	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Grit Bins	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Maintenance Work to Council Owned Bridges	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Night Bus Contribution	12,714	13,545	13,816	14,092	14,374	14,661	14,954	15,254	15,559
Public Conveniences (Contribution)	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Recreation Grounds & Open Spaces	603,459	611,486	611,093	624,230	623,958	637,491	637,352	651,298	651,303
Town Forum Support	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Total Recurring Budgets	877,485	888,948	891,321	907,296	909,938	926,462	929,393	946,492	949,735
One-off Budgets:									
St Maurice's Covert	44,190								
Community Infrastructure	100,000	50,000							
Historic Environment Projects Officer	1,799								
Green Infrastructure									
Total One-off Budgets	145,989	50,000							
Total Cost of Services	1,023,474	938,948	891,321	907,296	909,938	926,462	929,393	946,492	949,735

	2018/2019 Forecast	2019/2020 Forecast	2020/2021 Forecast	2021/2022 Forecast	2022/2023 Forecast	2023/2024 Forecast	2024/2025 Forecast	2025/2026 Forecast	2026/2027 Forecast
Taxation and Non-specific grant income									
Council Tax Income	(927,735)	(967,102)	(998,228)	(1,030,390)	(1,063,616)	(1,076,379)	(1,089,296)	(1,102,367)	(1,115,596)
Interest on Balances	(3,948)	(462)	(864)	(997)	(1,028)	(838)	(1,144)	(1,527)	(1,882)
Total Taxation and Non-specific grant income	(931,683)	(967,564)	(999,091)	(1,031,387)	(1,064,644)	(1,077,217)	(1,090,440)	(1,103,894)	(1,117,478)
Transfers to/(from) Earmarked reserves									
(Surplus added to Reserves) / Deficit taken from Reserves	91,791	(28,616)	(107,771)	(124,092)	(154,706)	(150,756)	(161,047)	(157,402)	(167,743)
Capital Expenditure funded by Town Reserve	473,000	25,000	90,000	120,000	180,000	110,000	110,000	110,000	110,000
Release from Town Community Infrastructure Levy Reserve	(100,000)	(50,000)							
Opening Reserve Balance (at 1st April)	(526,361)	(61,569)	(115,185)	(132,956)	(137,047)	(111,753)	(152,509)	(203,555)	(250,957)
Closing Reserve Balance (carried forward)	(61,569)	(115,185)	(132,956)	(137,047)	(111,753)	(152,509)	(203,555)	(250,957)	(308,701)
Closing Reserves forecast as % of net expenditure (Target = 10%)	6%	12%	15%	15%	12%	16%	22%	27%	33%
TAX									
Tax at Band D	£67.17	£69.19	£70.57	£71.98	£73.42	£73.42	£73.42	£73.42	£73.42
Increase over previous year (£)	£0.00	£2.02	£1.38	£1.41	£1.44	£0.00	£0.00	£0.00	£0.00
Recurring Expenditure	877,485	888,948	891,321	907,296	909,938	926,462	929,393	946,492	949,735
Less: Income	(931,683)	(967,564)	(999,091)	(1,031,387)	(1,064,644)	(1,077,217)	(1,090,440)	(1,103,894)	(1,117,478)
(Surplus) / Deficit	(54,198)	(78,616)	(107,771)	(124,092)	(154,706)	(150,756)	(161,047)	(157,402)	(167,743)
Capital Expenditure									
Handlebar Café	25,000								
Chesil Theatre Grant	30,000								
Changing Pavilions - North Walls	44,000								
Changing Pavilions - King George V	0								
Play Area Refurbishment	374,000	25,000	90,000	120,000	180,000	110,000	110,000	110,000	110,000
	473,000	25,000	90,000	120,000	180,000	110,000	110,000	110,000	110,000

REPORT TITLE: ANNUAL UPDATE ON PLAY AREA IMPROVEMENTS

14TH NOVEMBER 2018

REPORT OF PORTFOLIO HOLDER: Councillor Jan Warwick, Portfolio Holder for Environment

Contact Officer: Susan Lord Tel No: 01962 848533 Email slord@winchester.gov.uk

WARD(S): ALL TOWN WARDS

PURPOSE

To provide an update on the programme of play area improvements as agreed at Cabinet on 19th October 2016 (Report WTF237) refers.

RECOMMENDATIONS:

1. That the progress on the play area improvement programme be noted.

IMPLICATIONS:1 COUNCIL STRATEGY OUTCOME

- 1.1 The refurbishment of play areas contributes to the delivery of the Environment outcome of the Council Strategy 2017 - 2020, in terms of protecting, enhancing and increasing the use of open spaces in towns and more rural areas of the District. Improving play facilities also aligns with the Health and Well Being outcome by helping to promote active communities

2 FINANCIAL IMPLICATIONS

- 2.1 A new requirement has been identified in 11.6 below for the play area and skate park at King George V (KGV) Playing Fields in 2020/21. No funding has yet been identified for this scheme.
- 2.2 In order to provide a long term resourcing plan for the sustainable refurbishment of good quality play areas, the town forum seeks to include the five year plan within its medium term financial strategy and projections. A major source of funding is now the town precept in order to provide stability of funding following the community infrastructure levy replacing most of the previous S106 receipts.
- 2.3 Any updates to the existing programme require resources to be identified in order to ensure the programme remains fully funded. Funding can be sought from external sources, remaining S106 balances, the town earmarked reserve, or community infrastructure levy receipts.
- 2.3 The General Fund is responsible for the Abbey Gardens refurbishment and this formed part of the capital budget which was approved by Cabinet In February 2018.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 None

4 WORKFORCE IMPLICATIONS

- 4.1 None

5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 None unless stated for each project in Section 11 below.

6 CONSULTATION AND COMMUNICATION

- 6.1 As specified below in Section 11 for each project.

7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 None

8 EQUALITY IMPACT ASSESSEMENT

8.1 None

9 DATA PROTECTION IMPACT ASSESSMENT

9.1 None

10 RISK MANAGEMENT

Risk	Mitigation	Opportunities
<i>Property Failure to properly maintain play space and facilities, and provide new facilities where, needed can lead to a decline in the use of such places to the detriment of health and well being of local communities and can create health and safety issues.</i>	A programme of improvements to play spaces in Winchester has been put place and this includes financial monitoring and management.	
<i>Community Support Lack of community support will undermine confidence in the Council's ability to listen to local views and deliver facilities communities need</i>	Carry out early engagement with communities so their views can help shape the facilities provided.	
<i>Timescales None</i>		
<i>Project capacity None</i>		
<i>Financial / VfM As property above</i>		
<i>Legal None</i>		
<i>Innovation None</i>		
<i>Reputation As community support and property above</i>		
<i>Other None</i>		

11 SUPPORTING INFORMATION:11.1 Background

The current programme of play area refurbishments as detailed in Cabinet paper WTF237 and agreed in October 2016 requires the following works to be completed in this financial year (2018/19). In addition, the refurbishment of the play area at Winnall Manor Road was carried over from 2017/18.

Play Area	Work identified	Cost of Works	Funding Source
Winnall Manor Road	Complete refurbishment	£120,000	S106 funding / town reserve
Marnhull Rise	Decommission play area	£5,000	Play area budget
Gordon Avenue	Complete refurbishment	£80,000	Town reserve
Taplings Road	Complete refurbishment	£80,000	Town reserve

The aim of this report is to provide an update on the progress of these projects for this year.

11.2 Winnall Manor Road

The refurbishment of Winnall Manor Road play area was delayed due to a change in priorities, the complexities of the tendering process and the sporting activities taking place on the open space over the summer. The play area is currently under construction and due for completion by the end of October 2018.

11.3 Marnhull Rise

The play area at Marnhull Rise is to be de-commissioned as a play area and converted into a general open space for the benefit of all residents. The first stage of the consultation process has been completed and discussions about the future of the site have been held with ward members. Initial design proposals are currently in production, following which there will be further discussion with ward members and engagement with local residents including discussions on increasing the budget for this site, depending on what can be achieved for the current budget of £5k. It is anticipated that work will be completed by the end of March 2019 in line with the play area programme.

11.4 Gordon Avenue

Gordon Avenue is due for complete refurbishment in 2018/19. A consultation exercise with local residents and All Saints Primary School was completed in October. A design brief and tender pack is currently being produced for this location, based on the feedback received. It is anticipated that tenders will be received for Gordon Avenue by the end of December 2018, enabling the final stage of the consultation to take place in January to chose the new play area. The date of installation will depend on the winning contractor but it is possible that work on this site may not be finished within the financial year.

11.5 Taplings Road

Taplings Road is due for complete refurbishment in 2018/19 and is being redesigned taking account of the changes to the access road and the improvements to the adjacent community centre. Tenders were received in October and a public engagement event and school consultation will be undertaken in November / December 2018. It is expected that installation will take place early 2019 and the works will be completed by the end of March 2019 in line with the programme.

11.6 Future Years

The full programme is attached at Appendix One. There are currently no changes proposed to years 4-5 and it is anticipated that work can be completed in line with this programme with the exception of North Walls.

North Walls play area is in the programme for this year (2018/19). This play area is already overdue for refurbishment but its redevelopment has been delayed due to the possible relocation of the leisure centre. This will be deferred again until the future of leisure centre and North Walls Recreation Ground have been clarified.

Appendix 2 shows a forecast summary for the following five years 2021-2026. It is important to note that Appendix 2 includes £200k to refurbish the play area and skate park at King George V (KGV) Playing Fields. This work had been identified as part of the refurbishment programme but was removed when the location of the new Sports and Leisure Centre was under discussion. Now that the location for the Sports and Leisure Centre has been identified as the Garrison Ground, this refurbishment needs to be reinstated into the 5 year work programme for 2021 to 2026. However, no funding for this aspect of the programme has been identified.

From 2019 onwards, the reporting process will change. An annual report will come to the Town Forum for approval which will include updates on the projects in the refurbishment programme due for delivery in the current financial year, a 5 year rolling programme identifying the planned works for the next 5 years including proposed costings and funding options and to request expenditure approval for the projects due the following financial year.

12 OTHER OPTIONS CONSIDERED AND REJECTED

12.1 None

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

WTF237 - update on play area refurbishment plan 2015-2020
Winchester Town Forum. 21st September 2016, Cabinet, 19th October 2016

WTF256 – Annual update on play area improvements

Other Background Documents:-

None

APPENDICES:

Appendix 1 – Refurbishment Programme 2017/18 -2020/21

Appendix 2 - Five Year Programme of Play Area Refurbishment 2021 – 2026

Winchester Play Area Refurbishment Plan Years 4 – 5: 2018/19 to 2019/20

No.	Play Area Name	Original Installation Date	Refurbishment Date	Additional work identified	Cost of works	Funding source	Programme Year
6.	Winnall Manor Road			Complete refurbishment	£120,000	Town Budget	2
8	Marnhull Rise			Decommission play area. Develop as an open space in consultation with residents	£5,000	Play area revenue budget	3
9	North Walls	1999	2006 (partial)	Review this site based on progress of leisure centre project	£150,000	Town budget	4
10	Gordon Avenue	2003		Complete refurbishment required.	£80,000	Town budget	4
11	Taplings Road	2002		Complete refurbishment required.	£80,000	Town budget	4
				Total	£435,000		

12	Teg Down Meads	2001	2009/10 (partial refurbishment)	Replacement of multiplay	£25,000	Town budget	5
				Total	£25,000		

Five Year Programme of Play Area Refurbishment 2021 – 2026

A number of play areas will require refurbishment during this period.

Site	Work required	Estimated cost	Estimated year	General Fund or Town Fund
Abbey Gardens	Total Refurbishment	£120,000	2020/21	General Fund
Arlington Place	Partial refurbishment	£20,000	2024/25	Town
Chandler Road	Total Refurbishment	£90,000	2020/21	Town
Friary Gardens	Total Refurbishment	£40,000	2024/25	Town
Dean Park	Total Refurbishment	£120,000	2021/22	Town
Fairdown Close	Total Refurbishment	£50,000	2023/24	Town
Imber Road	Total Refurbishment	£50,000	2024/25	Town
KGV play area and skate park	Total Refurbishment	£200,000	2020/21	Town
Somers Close	Partial Refurbishment	£20,000	2022/23	Town
St Martins Close	Total Refurbishment	£60,000	2023/24	Town
Thurmond Crescent	Total Refurbishment	£60,000	2022/23	Town
Stanmore Recreation Ground	Total Refurbishment	£100,000	2022/23	Town
Total		£930,000		

CAB3079
CABINET
WINCHESTER TOWN FORUM

REPORT TITLE: COMMUNITY AND VOLUNTARY SECTOR GRANTS REVIEW

WINCHESTER TOWN FORUM – 14 NOVEMBER 2018
CABINET – 12 DECEMBER 2018

REPORT OF PORTFOLIO HOLDER: Porfolio Holder for Business Partnerships,
Councillor Rob Humby

Contact Officer: Susan Robbins Tel No: 01962 8498 641 Email:
Srobbins@winchester.gov.uk

WARD(S): ALL

PURPOSE

This report provides the findings of the Grants Review that commenced in June 2018. It gives details of the engagement exercises that were undertaken with funded organisations, observer Members, Council officers from a range of services and the survey of ward Councillors and Parish Councils. It presents the data and financial information that was researched to give insight to the extent of the Council's current funding practices and the evidence to support change. Finally the report proposes changes to the current funding programme and which if agreed will be introduced in the 2019/20 financial year.

RECOMMENDATIONS:

1. That the new funding programme be approved and be introduced in 2019/20 financial year including:
 - a. The range of funds.

- b. The size of funding pot.
 - c. The target outcomes.
 - d. The revised decision making arrangements and delegated authority levels.
2. That the creation of the funding criteria, detailed outcomes, application processes and assessments, supported by a communications plans, be delegated to the Corporate Head of Engagement in consultation with appropriate Heads of Service, to be signed-off by the relevant Portfolio Holder.
3. That the issue of a consistent approach to how the charity, community and voluntary sector organisations are charged for rent in Council owned property be agreed with the Corporate Head of Estates and approved by the relevant Portfolio Holder.
4. That all organisations that participated in the review exercise be informed of the proposed changes and be thanked for their contributions and helpful approach in volunteering time, insight and ideas.

IMPLICATIONS:1 COUNCIL STRATEGY OUTCOME

- 1.1 The Grants Review supports the Council in being entrepreneurial in its approach to delivering services, using insight and evidence to support decisions and innovative in the way resources are used. The grants programme contributes to all four strategic priorities.

2 FINANCIAL IMPLICATIONS

- 2.1 In February 2018 the Council agreed a community and voluntary sector grant programme budget of £762,500 for 2018-19. This is made up of mix of grants and commissions, funded from the general fund and Winchester Town account:

Type of Award	General Fund	Town Account	Total
Grants			
Core funding grants	£466,500	£73,000	£539,500
Project grants	£106,000	£7,000	£113,000
Sub total	£572,500	£80,000	£652,500
Commissions			
Voluntary sector support	£50,000	0	£50,000
Housing service	15,000	0	£15,000
Transport services	45,000	0	£45,000
Total	£682,500	£80,000	£762,500

- 2.2 Whilst all types of funding have been looked at by the review, a distinction has been drawn between grant funding and commissioning. This will help provide greater clarity for applicants, officers, members and assist in accounting for outcomes. However to create a comprehensive picture of what monies are paid to organisations to ensure transparency all the different forms of funding to organisations will be collated.
- 2.3 Therefore the grant review has concentrated on the grant element of the budget which totals £652,500. This is currently divided into different funds as following:

Core funds – Partner organisations	£482,200
Core funds – other organisations	£57,300
Project Grants	£113,000
Total	£652,500

- 2.4 The proposed new grants programme will total £626,000. This is broken down as:

Strategic Fund	£356,000
Priority Outcomes Fund	£150,000
Small local grants	£40,000
Crowd fund	£80,000
Total	£626,000
Funded by:	
General Fund	£546,000
Winchester Town Account	£80,000
Flexible pot (General Fund) <i>Funded from current grant reserve and any unused grant from each financial year</i>	£40,000

- 2.5 This results in a small reduction of £26,500 in 2019/20.
- 2.6 The flexible pot is created by using current grant reserves of £47,000
- 2.7 It has been estimated that it will cost £25,000 to set up the crowd funding platform which will cover user license, set up and launch fee. This will be funded from an allocation of £30,000 already agreed for this purpose.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 The current grants programme does have agreed award decision processes and legal grant agreements to formally offer and accept any grant. The new programme will have clearly stated assessment criteria and process; decision making authorities and delegations and grant agreements. With the proposed simplified range of grants and application process it is also proposed to simplify the authorities and delegations. Details are given at paragraph 11.51.

4 WORKFORCE IMPLICATIONS

- 4.1 None

5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 There are a number of organisations that occupy Council owned buildings, or buildings that are on Council owned land. There are lease agreements in place with all but these vary between each case. Whilst the Council will wish to retain commercial confidentiality around these charges and rents, it is

important to see the full picture and to consider the implications of paying core funding that will be used to pay the Council its rent.

- 5.2 Whilst the review highlighted this as an issue, a recommended approach has not been explored. Therefore authority is sought for the Corporate Head of Engagement to liaise with the Corporate Head of Estates to agree an approach, to be approved by the relevant Portfolio Holder.

6 CONSULTATION AND COMMUNICATION

- 6.1 A full engagement programme was undertaken to capture the views of a varied range of people and organisations that helped shape the proposals. Feedback on the final outcomes will be built into this final stage of the review. Communication, information and promotion about the Council's grant programme is crucial and a communications plan is proposed; to be developed with the Head of Communications.
- 6.2 This item was discussed at The Overview and Scrutiny Committee meeting on the 15 October 2018 and the Corporate Head of Engagement is able to provide a verbal update on comments made at this meeting.

7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 The priorities that are proposed for the target outcomes of the grant programme include sustainability, green technologies and environmental enhancements.

8 EQUALITY IMPACT ASSESSEMENT

- 8.1 The equality impact assessment for the current programme has been revised to reflect the new approach. This assessment is provided as Appendix 1

9 DATA PROTECTION IMPACT ASSESSMENT

- 9.1 With the introduction of the online crowd funding platform a data impact assessment will be carried out with the chosen supplier. The current data protection process for the grant application form will continue to apply to the new programme in line with the GDPR regulations.

10 RISK MANAGEMENT

Risk	Mitigation	Opportunities
<i>Property Inconsistent approach to rents / leases causes</i>	Agree approach for charities and community	Will create clear and transparent approach

Risk	Mitigation	Opportunities
<i>organisations to criticise the Council and demand changes to agreements, causing costs, loss of income etc.</i>	groups etc.	Opportunity to link to mandatory and discretionary Business Rates Relief.
<i>Community Support The new programme causes some organisations to receive less funding</i>	Transition arrangements need to be agreed so that any changes are reduced in impact and duration.	Greater support is offered to organisations to seek other sources of funding and so in the long term become more resilient and self sufficient.
<i>Timescales The new grant arrangements aren't available for the start of the financial year.</i>	Current grant arrangement will not be replaced until new programmes are ready for launch so that no organisation is left financially vulnerable. Some elements will be quicker to launch than other and these will proceed to create access to funding opportunities	
<i>Project capacity Insufficient staff available to implement the changes to the grant systems and process etc.</i>	Create a project implementation plan with resource requirements identified. Introduce a phased launch to match available resources	
<i>Financial / VfM Long term efficiencies and savings are not generated by the new programme</i>	Close management and monitoring requirements will be part of the reporting process.	Publish an annual statement / report to highlight what has been achieved in terms of impacts, value and social benefit.
<i>Innovation New online platforms fail or are abused</i>	Supplier will provide the necessary assurance and liability insurances. Process will be added to vet and check content	
<i>Reputation Changes mean that some organisations do not like the new programme and</i>	Engagement, communication, transition and support arrangement will be put in place	Seek positive feedback to counter any negative comments

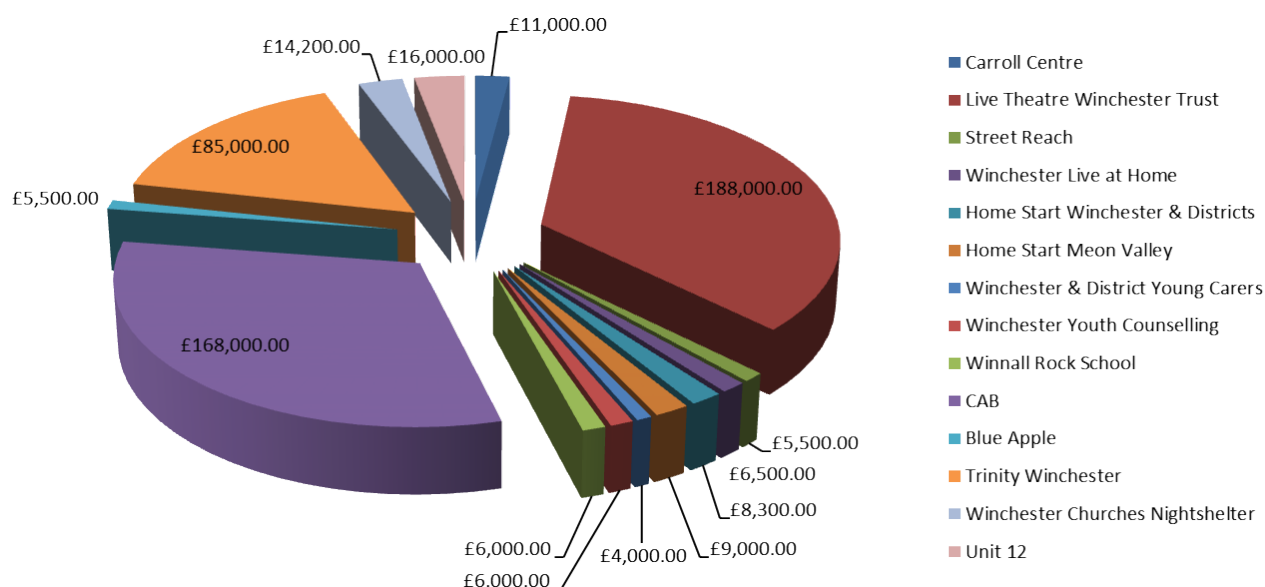
Risk	Mitigation	Opportunities
<i>openly criticise the Council</i>		
<i>Other</i>		

11 SUPPORTING INFORMATION:

11.1 **Background: Current Funding programme**

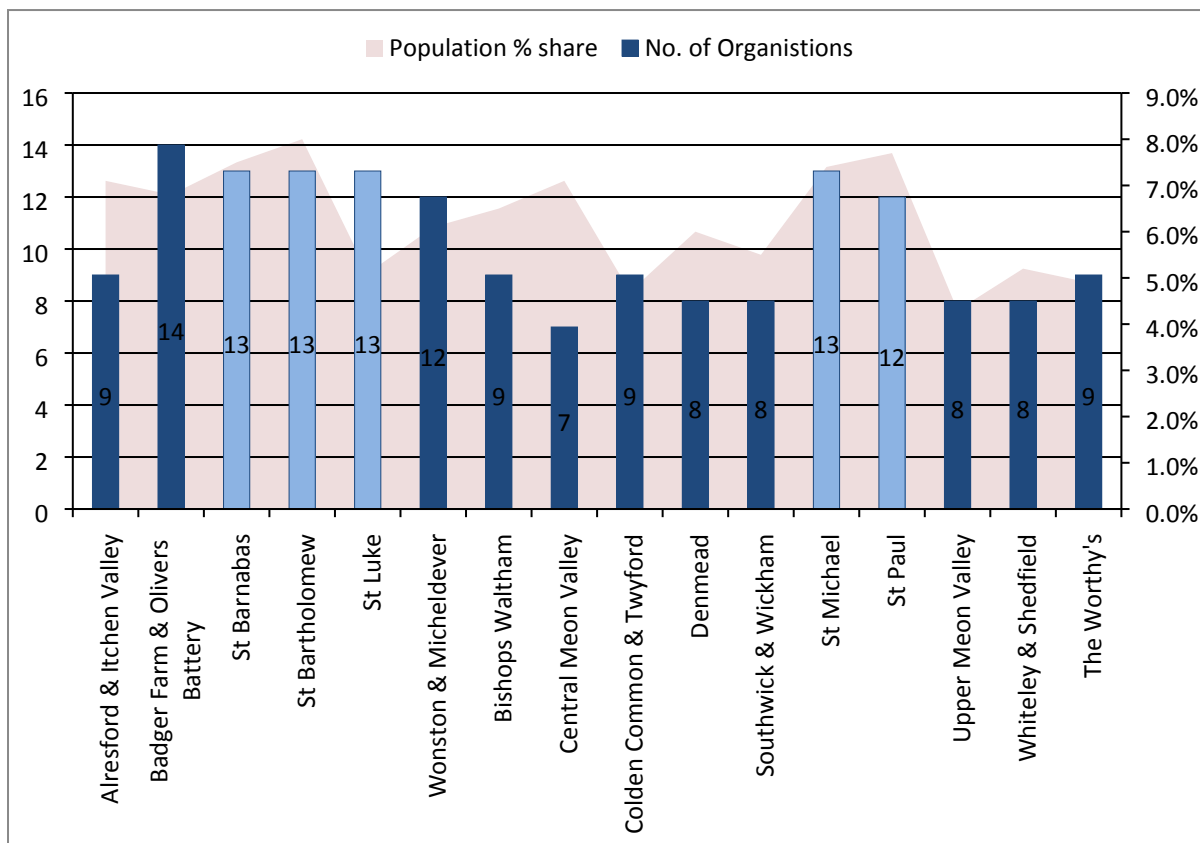
11.2 The Council currently offers a range of grants for different purposes: core funding and grants for projects; small medium, business, cultural etc. This financial year the budget allocation for these grants is £652,500. The following gives a summary of the organisations funded, the geographical spread of where they deliver services and the range of beneficiaries supported.

11.3 To date the core funding awards to individual organisation this financial year are:



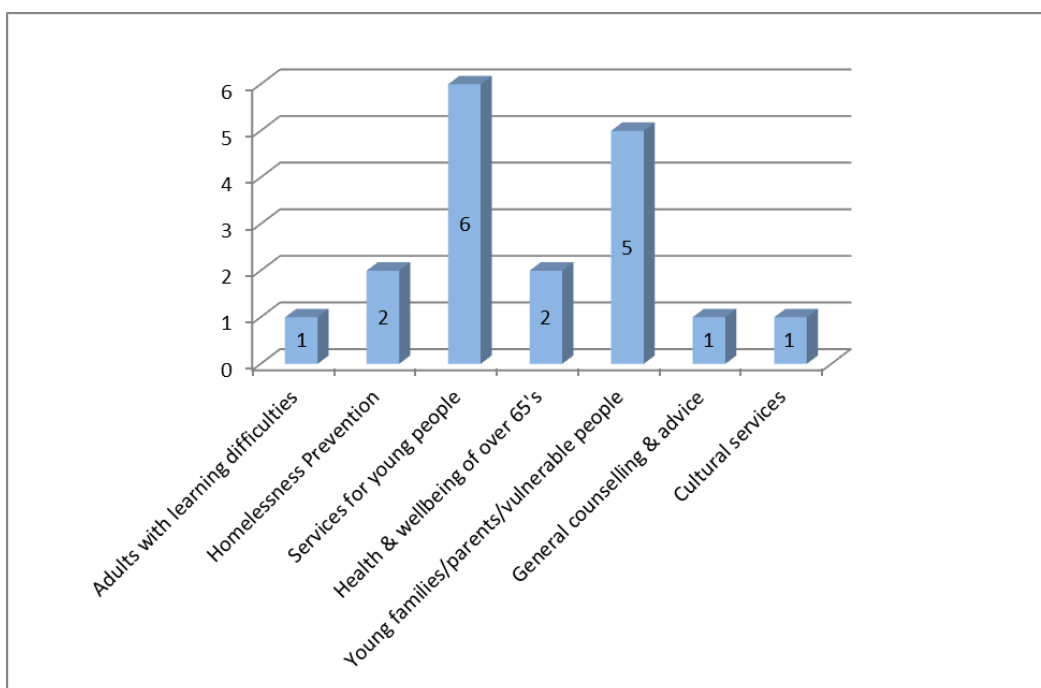
11.4 Geographical Spread

The following chart shows how many of the fourteen funded organisations above work in each ward in comparison the overall share of District’s population in that ward.



11.5 User profile

For the same currently funded organisations this chart shows the number of each working with specific client groups. It clearly shows that most organisations support young people and families and vulnerable people.

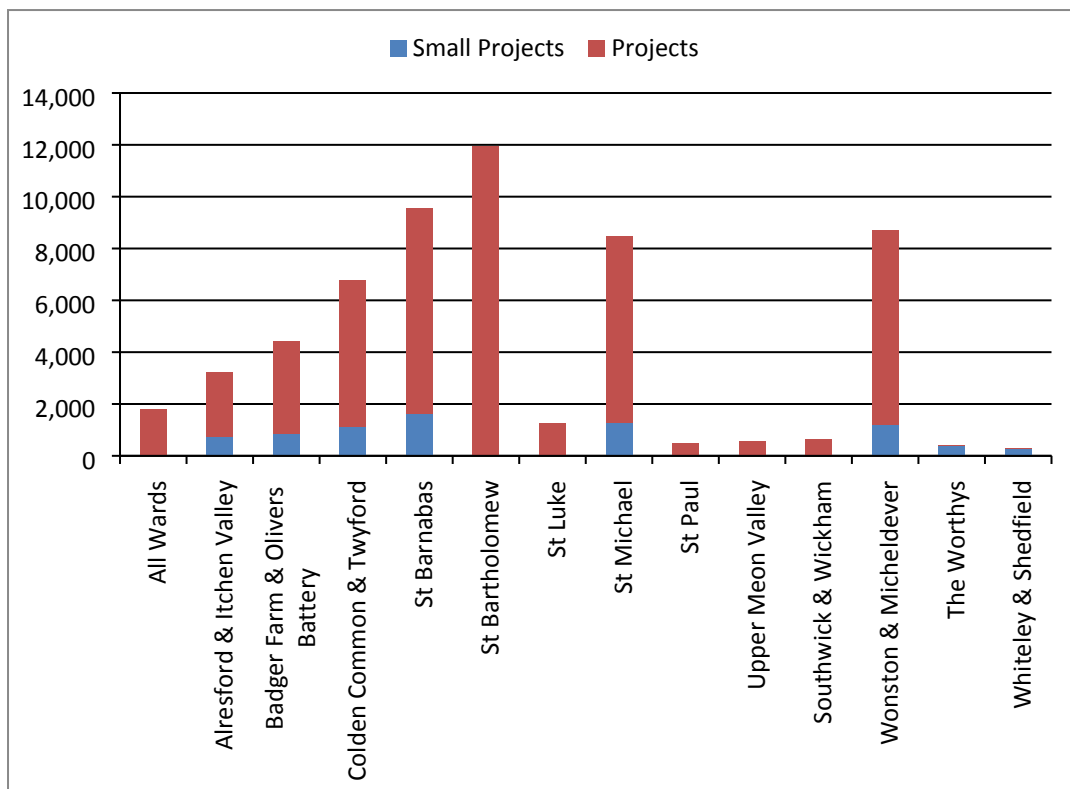


- 11.6 For the project grants the breakdown of the awards in last the financial year 2017/18 (latest full data available) was:

Fund	Value awarded	No. of projects
Small Grants	£7,500	19
Project Grants	£51,000	17
Town Forum Grants	£4,100	9
Business grants / access to work grants	£28,411	30
Cultural grants	£9,078	8
Total	£100,089	83

- 11.7 Grants – Value (£) by Ward

This chart shows the total value of grants awarded in each ward for the nineteen small grants and seventeen project grants.



11.8 Review purpose and scope

11.9 Winchester City Council values the role of the voluntary sector in delivering the outcomes of the Council’s Strategy. It seeks to build the capacity, resilience, reach and ambition of the sector, in order to make the most

effective contribution to improving the quality of life for everyone in our District. The Directory for Social Change states “by investing locally, grants can be targeted at local organisations, investment can be kept within the local economy. Grants can also help bring in other resources to support services and add value, for example volunteer time, or donations from companies or the public.”

Source: <https://www.dsc.org.uk/>



11.10 The review was instigated due to three key issues. Firstly, in response to the need to meet the financial challenges facing the Council, and in particular to seek new ways to deliver value. Secondly, the review also sought to work with partners on service provision that meets the needs of residents, businesses and visitors. Finally, the review looked to simplify the various funding streams for different organisations.

- 11.11 The grants review entailed two pieces of activity; 1) engagement - to meet and talk to funded organisations, member observers, Councillors and officers; 2) research – to create a comprehensive picture for grant funding across the council and organisations, to profile local community needs and look at other local authority grant programmes to benchmark best practice.
- 11.12 The principles used to guide the review are to :
- a) Approve funding on an outcome basis.
 - b) Prioritise and rationalise the funding to outside bodies.
 - c) Increase efficiencies by avoiding duplication of delivery through multiple awards across services (and other public bodies).
 - d) Seek innovation and new approaches to increase income to enable grants to be funded from other sources or generate a return on investment.
- 11.13 The scope of the review has been Community & Voluntary sector grants, and to ensure a corporate and strategic approach is considered in the review, the funding given to a number of the organisations from other budgets across the Council. This is especially due to the fact that they demonstrate the varied and multiple ways in which the Council funds organisations through individual service commissions. The only areas excluded are the externally funded programmes such as LEADER and Supporting Families.
- 11.14 The benefits being sought as a results of the review are:
- a) Clarity on Council objectives and outcomes.
 - b) Simplicity, transparency, fairness and equality.
 - c) Proactive (rather than reactive) direction of where investment should be focused.
 - d) Enhanced reputation and increased recognition for the Council's investment.
 - e) Capture of social value and impact at a strategic level.
 - f) Continuation of high quality services that meet local needs and which, if not provided, would be a significant cost to the Council, society, communities and individuals.
 - g) Administration is efficient and resources deployed effectively.

11.15 **Review Process**

11.16 **Engagement**

Between July and September a series of meetings and conversations were held with a range of people, including chief officers and trustees of funded organisations, members and officers. A full list of all those engaged with, and the comments they made, is given in the Appendices.

11.17 Without exception the level and quality of participation was high, with the openness and positive ideas providing valuable insight to consider.

11.18 The key points from the discussions with organisations were:

- a) The core grants are greatly valued by partners.
- b) The relationship with the Council is also valued – in fact some feel it could be strengthened to mutual benefit.
- c) Would welcome longer term funding agreement to give security and allow longer term service / business planning.

11.19 Comments from Members include:

- a) Requirement for process to be clear; simple; transparent and fair.
- b) Want reports on what is being achieved and to celebrate success.
- c) Remove dual application processes.
- d) Need a mechanism to respond to support unplanned / unforeseen service needs or projects.

11.20 Comments from officers

- a) Welcome clarity and information on grants and commissioning; e.g. definitions, policies on reserves, risk, outcomes etc.
- b) Relationships with organisations should remain with service leads.
- c) Centrally held source of information on funded organisations, providing oversight and to share data and intelligence.

11.21 **Research**

11.22 Financial Support

11.23 Grants

The current approach to offering grants is predominately challenge or competitive funding with only two given as criteria awards. In summary:

Award type	Fund	Range	Pot size
Challenge	Core funding: partner organisations	£6,000 to £200,000	£482,000 (inc. £59,000 Town Account)
	Core funding: Other organisations	£10,000 max	£57,000 (inc. £14,000 Town Account)
	Project grants Community – Winnovation	£3,000 max £4,000 max	£71,000
	Small grants	£500	
	Town Forum	£500 max	£7,000
	Cultural Innovation Grants	£2,000 max	£10,000
	Business Innovation Grant	£2,500 max	£15,000
Criteria	Apprentice Support	£1,000 max	£10,000
	Access to work support	£1,000 max	

11.24 Commission

As mentioned the Council does also fund organisations to deliver services in addition to the grant programme. These are managed through service level agreements, contracts or commissions. This type of service delivery has in the greater part been procured through a full competitive process where organisations have competed for a single contract and have tendered to deliver specified services and outcomes. This process is managed by the appropriate lead officers with the technical and professional knowledge to scope the work, assess tenders, award and manage contracts and report performance outcomes. Examples include:

- a) Citizens Advice Bureau - £30,000 - 3 year commission based on tender via South East Business Portal

11.25 Another competitive route used is to “buy into” a commission tendered by Hampshire County Council. This usually buys specific services for Winchester District, enhanced provision or outcomes, and proves value for money through economies of scale as a result of the tendering and contracting being run by HCC. Examples include:

- a) Night Shelter - £17,000 p.a. procured via a Hampshire County Council commission with Service Level Agreement which secures additional direct work with Winchester people.
- b) Community transport schemes such as dial-a-ride.

11.26 Direct awards

On a small number of occasions a direct award is offered. These relate to small sums and are for specific purposes. An example is:

- a) Parish Councils - Contribution towards the specific outcome of creating a Village Plan. Small award of £500 per applicant that meet the criteria.

11.27 Business rates

In addition to the rates relief offered via national schemes (Mandatory - charity or a registered community amateur sports club, small business; rural rate relief) the Council has a policy for discretionary relief of up to 100% to certain non-profit making bodies. Last year the Council supported 100 different organisations, groups and clubs through the discretionary rate relief. An example:

- a) 20% top up for sports clubs in receipt of 80% relief via mandatory scheme.

11.28 Accommodation / Property

There are a number of organisations that occupy Council owned buildings, or buildings that are on Council owned land. There are lease agreements in place with all but these vary between each case. Whilst the Council will wish to retain commercial confidentiality around these charges and rents, it is important to see the full picture and to consider the implications of paying core funding that will be used to pay the Council its rent.

11.29 Collaboration

The Council also works collaboratively with many organisations and groups as part of partnerships to develop long term relationships. This includes offering the use of facilities at reduced or zero cost. For example:

- a) Discounted rates for charities booking the Guildhall.
- b) Officer time to help organise, promote and run events.
- c) Advice, support and mentoring.

11.30 Whilst the value of this has not been quantified as part of the research, it is important to acknowledge further financial support the Council offers to support charity organisations and community groups.

11.31 Community Infrastructure Levy

The Community Infrastructure Levy is currently under review and is not part of this review but consideration needs to be given to its role in funding local organisations and Parish Councils. Applicants are asked if the project is funded by others as part of the agreement. There is an opportunity to have greater alignment on priorities and nature of projects supported across both schemes.

11.32 Detailed Proposals – A new approach

At the outset of the review certain aspects were identified as needing improvement. These were:

- a) Clarity of purpose.
- b) Legacy funding.
- c) Dependence and sustainability.
- d) Ad-hoc requests.
- e) Multiple grant processes.

11.33 The following goals were established and through responses developed.

Goals	Response
1. Increase flexibility and responsiveness	a. Create a pot to respond to ad hoc requests and retain unallocated fund to deploy on extending services or responding to new issues / unforeseen circumstances / changed needs.
2. Reduce dependence	b. Work with organisations and provide support to develop resilience and develop long term sustainability.
3. Introduce new recipients	c. Hold grant panels across the district.
4. Increase innovation in delivery and outcomes	d. Identify priorities that proactively seek new solutions and target enhancements and improvements.
5. Innovate in funding mechanisms	e. Introduce Crowd Funding.

11.34 The following is the proposed new funding approach based on the findings from the engagement conversations and background research.

11.35 Strategic Fund

Through the review different types of organisation applying for grants have been identified. The first are those that hold a unique position the market and deliver support to the community that the Council values as sole providers of these services.

11.36 It is proposed that the grants for these services are considered as Direct Awards, due to the sole provider position they hold. That an agreement is drafted for a longer period, of up to three years, reviewed annually and renewed subject to performance against outputs and should be subject to stepped reductions.

11.37 Priority Outcomes Fund

On reviewing the range of core grants offered to the thirteen other organisations funded this year, it can be seen that this second group offer a range of services to a diverse groups within communities across the District, but are not sole providers.

11.38 It is proposed that a new programme of funding be offered as a competitive award focused on contributing to the priority outcomes of the Council's Strategy. Incentives will be offered for those organisations that develop collaborative or partnership applications which seek to minimise duplications and increase value for money and outcome delivery. The agreement will be for a period of three years, reviewed annually and renewed only subject to satisfactory performance. Grants will be to a maximum of £15,000 max, giving the potential to support up to 15 organisations based on an average award of £10,000. Importantly, as the agreement period is longer, a new requirement of stepped funding over the period is introduced. This approach moves organisations away from grant reliance and a service will be commissioned to support this and to assist organisations to look at new delivery models, to seek other forms of funding and increase potential income; to offer development training, and to encouraging organisations with similar objectives to work together more.

11.39 Additionally the stepped funding approach:

- a) generates a reserve for next year,
- b) allows for the expansion of service delivery,
- c) enables the Council to respond to new demands,
- d) allows and encourages new entrants to the fund.

11.40 Small grants - Local grant giving

The small grants offered currently are greatly valued by small local community groups, village halls, sport clubs etc. across the District. It not proposed to remove this fund, but to further extend its reach and to make the process of application easier and quicker, for both the applicant and the Council. These grants are highly valued by local groups, as evidenced by a survey one year ago, and they extend the reach of Council support, not only in terms of geography but also the diversity of communities benefiting.

11.41 It is proposed that a panel visit seven locations across the District to give a £500 grant there and then, with a decision and offer made on the day (subject to pre-vetting and appropriate due diligence). This has the added advantage of engaging more directly with recipients and beneficiaries, creating a greater profile of the Council, allows additional information and support to be shared and enables local groups to come together for the day to showcase their organisation and what it does, creating a greater community awareness. The

engagement benefits of this approach are significant. As this new approach will require greater organisation and input from local communities, it is suggested that it is tested first, reviewed after a couple of events, and if not successful the scheme could revert back to the current on line process.

11.42 The following are suggested locations for the panels and which could happen twice a year. Areas from which applications can be submitted for each panel will have to be defined.

- a) Bishops Waltham,
- b) Colden Common,
- c) Denmead,
- d) New Alresford,
- e) Swanmore,
- f) Wickham,
- g) Town wards.

11.43 It is proposed that a further £5,000 be set aside to allow for projects falling outside the areas and panels, to enable some flexibility for ad hoc requests.

11.44 The current approval panel arrangements for the Town Forum small grant will be replaced by this scheme.

11.45 Project Funding

There are several funds currently offered at different times, some through different processes. This includes Winnovation grants for community groups, business innovation, cultural grants and general project grants. They are essentially attempting to incentivise new approaches and encourage innovation but across the different groups. It is proposed to bring these together into a single fund and application process.

11.46 The new approach will be to use a crowd funding platform. The platform will be licensed from an external provider and will allow projects to seek funding. The Council will match fund projects that fall within the target groups, location and priorities it determines, so will still be able to target support at the outcomes the Council wishes to support. A proposed set of priorities is given in the next section.

11.47 Crowd funding projects

The crowd funding platform would enable businesses, community groups, clubs, charities etc. to post their project and promote to the local community

networks, friends and patrons for them to donate money in support of the project. This demonstrates that the project is valued by the community or users, and once a certain threshold of funding is secured the Council will match fund up to 50% or to value of £3,000 (whichever is less). This levers additional funds against the Councils, at the very least doubles the value, demonstrates the project is wanted, allows repeat local / annual projects and events that do not wish to introduce new aspects or innovations as is required by other funds.

11.48 Information about other grants offered in the location, by topic or by other local organisations can be included to further lever additional funds for the applicant. Assistance and support will be offered to help organisations use the platform and to successfully crowd fund.

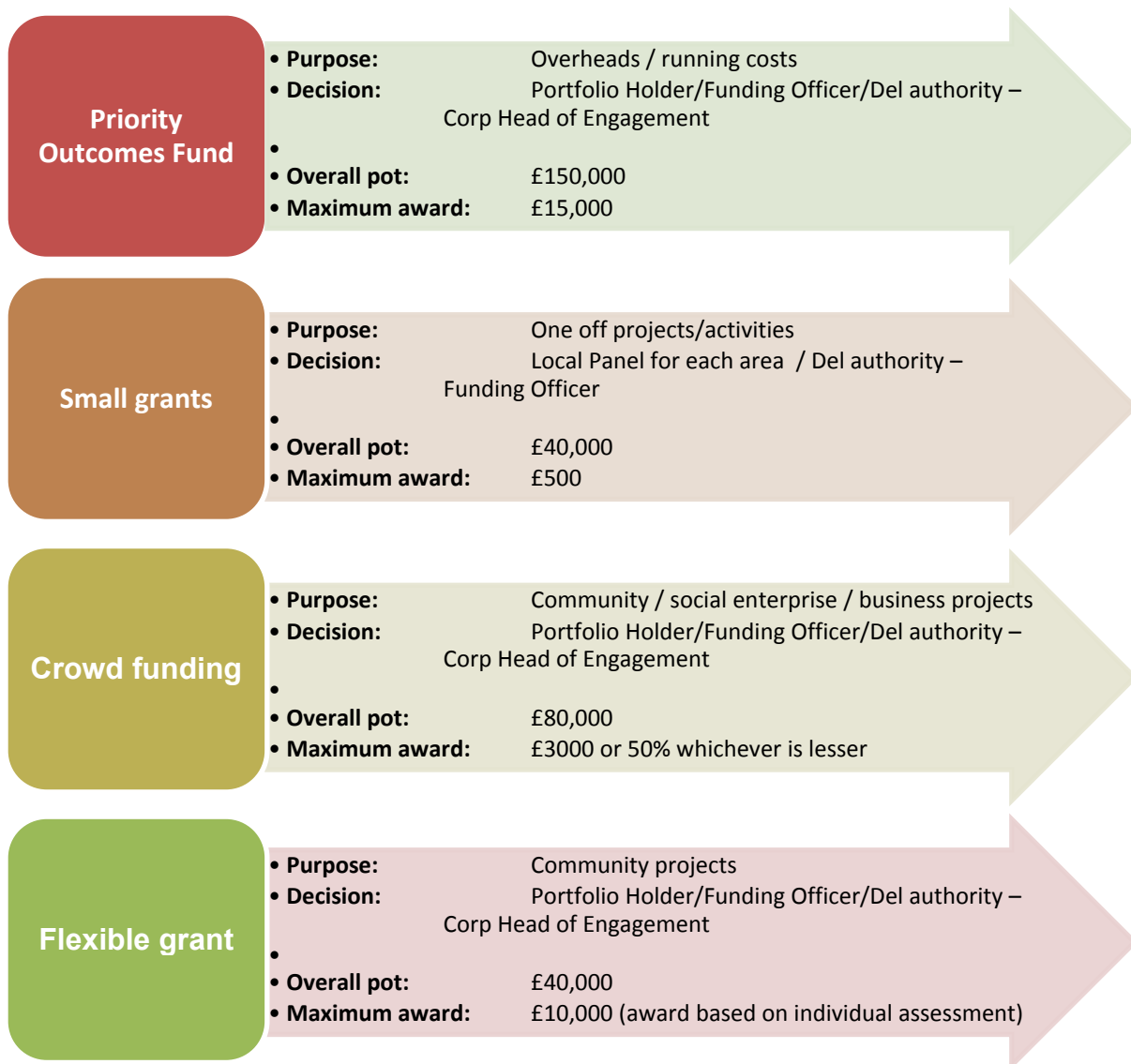
11.49 Flexible Grant

To respond to ad hoc requests and allow expansion of service delivery in response to specific unforeseen needs or circumstances it is proposed that a fund be created using the current reserves and that requests for project up to £10,000 are managed through this process. To start the fund the current grant reserves of £47,000 will be used and the fund will be replenished each year by any unallocated funding.

11.50 Commissioning

For clarity all services should be commissioned by service leads and funded from their budget allocations. They should be awarded through competitive tendering apart from those circumstances when only one provider is possible, then through a direct award. This is not to be considered a grant and for clarity they should not form part of the grants / investment scheme.

11.51 **Funding Proposal Summary**



11.52 Work is being completed on benchmarking with other local authorities and this will help shape the revised funding application, assessment and monitoring requirements that will be detailed during the implementation preparations, following approval of this proposal.

11.53 **Priority Outcomes**

11.54 As well as considering the range of funding mechanisms, the priorities and focus for the desired outcomes need to be agreed. There is a need for a range of outcomes that stimulate positive investment to enhance lives and places; increase participation for strong, more resilient and integrated communities and foster a culture of innovation and growth. Additional incentives could be given to actions aimed at early intervention and prevention.

- 11.55 From the Councillor survey feedback certain aspects were highlighted. A full summary is provided in the Appendices. Comments included:
- a) Decline in local services from lack of funds to pay for activities and lack of volunteers.
 - b) Lack of community spirit due to changing profiles of residents; new families not integrating; and older populations less able to participate.
 - c) Isolation due to lack of public transport.
- 11.56 The Governments standards guidance for general grants references the UN Sustainable Development Goals; of interest are: No poverty; No hunger; Good health and wellbeing; Affordable and clean energy; Decent jobs and economic growth; Industry, innovation and infrastructure; Sustainable cities and communities.
- 11.57 At a local level the strategic priorities, combined with the community groups and needs identified the following targets outcomes can be derived, which it can be seen closely align with the sustainable development goals and provide greater focus against which to assess applications.

Hampshire County Council Serving Hampshire - Strategic Plan for 2017 - 2021	Winchester City Council Strategy 2018-2020 Strategic Priority	Winchester Target Outcomes (proposed)
Dealing with peoples and communities needs		
<ul style="list-style-type: none"> • People in Hampshire live safe, healthy and independent lives • People in Hampshire enjoy being part of strong, inclusive communities 	<ul style="list-style-type: none"> • Health & happiness of communities • Quality housing 	<ul style="list-style-type: none"> • Isolation • Low income • Homelessness • Mental health • Physical inactivity
Striving for positive change		
<ul style="list-style-type: none"> • Hampshire maintains strong and sustainable economic growth and prosperity • People in Hampshire enjoy a rich and diverse environment 	<ul style="list-style-type: none"> • Premier business location • Quality of the District's environment 	<ul style="list-style-type: none"> • Digital application, services and products • Sustainability, environmental quality, green technologies • Creative and innovation • Business growth

- 11.58 Further work currently being carried out into the needs of the communities will provided detailed information to qualify and quantify the target outcomes. Areas that have already been identified for consideration include:

11.59 Sports & health

A Winchester Physical Activity Insight report from July 2018 found the following with regards to physical activity within the Winchester District:

- a) Winchester has high numbers of inactivity in the over 75 age group, and that this age group is projected to grow.
- b) Inactivity levels for people with long-term disability are high but slowly improving.
- c) There has been a decline in the number of people cycling which is more than the national decline figures.
- d) There is a much higher percentage of inactive women than men in the District, and this gender inequality gap is getting worse.
- e) Within Winchester, those with a limiting illness are 4 times more likely to be inactive compared to those without a limiting illness.
- f) There is a much lower proportion of inactive people in higher social grades.
- g) It is estimated that the areas with the highest percentage of inactivity within the district will be Bishops Waltham ward, Whiteley and some of Upper Meon Valley.

11.60 The Local Authority Profile 2018 & headline facts and figures from 2011 census found in summary, the health of people in Winchester is generally better than the England average. But also that:

- a) Winchester is one of the 20% least deprived districts/unitary authorities in England, however 8% of children live in low income families.
- b) Life expectancy is 5 years lower for men and 6.2 years lower for women in the most deprived areas of Winchester compared to the least deprived areas.
- c) Figures for dementia diagnosis aged 65+ are significantly worse than the England average.
- d) Figures for diabetes diagnosis aged 17+ are also very high for the Winchester District.

11.61 **Implementation**

11.62 Developing the new funds

11.63 As mentioned, if approved, the new grants programme will require the adjustment of some processes and the creation of new ones before they can be offered. This includes:

- a) a clear description of the scheme/ aims and objectives of the grant;
- b) a clear description of how money should be spent;
- c) eligible expenditure terms,

- d) payment schedules,
- e) audit/assurance;
- f) agreed outputs/ KPIs/milestones;
- g) financial and activity based reporting and evidence;

11.64 Much of the specific details will be evidenced by the community profile of need and the grants benchmarking exercise.

11.65 In addition the support products need to be developed, e.g. advice, guidance and information; commissioning a service that acts as a gateway for applicants to receive help and mentoring etc. The current grant programme applies a lot of this good practice already and this will be transferred where appropriate into the new programme.

11.66 Operational Resources

11.67 To deliver the grants programme, existing staff resources from within the Engagement Service will be used.

Roles	Responsibilities
<p>Strategic overview and direction</p> <p>Corporate Head of Engagement</p>	<p>Lead partner on direct award orgs: TRW/CAB</p> <p>Delegated authority: Core funding Crowd funding Flexible grant</p> <p>Create annual impact statement in conjunction with Investment officer</p>
<p>Operational / Strategic</p> <p>Investment & Development Officer</p>	<p>Delegated authority: Small grant scheme</p> <p>Oversee grant processes and awards Relationship & partnership management Performance agreements /monitoring Engagement - community/business Budget management</p>
<p>Administration</p> <p>Support Officer (required for segregation of duties)</p>	<p>Grant processing Payments Funding awards End of grant monitoring Transparency reporting</p>
<p>Communications</p> <p>Proactive engagement officer (added to role of Market Towns Officer)</p>	<p>Compile communications (including supporting social media) Organisation of events Promotion of activities Promotion of grant applicant activities invested in within the district</p>

Roles	Responsibilities
	Create engagement opportunities with groups in conjunction with Community First

11.68 Communications

11.69 Throughout the process communication has been identified as vital and key to this process. This includes relationship management, promotion of opportunity, access to information and sharing of data and celebrating success. A marketing and communications plan will be drafted to support the launch of the new programme. This will be developed by working with the Communications Team and aspects to cover in the plan include:

- a) Increased communication and information sharing between Council services.
- b) Continue to develop the strategy for relationship management with Senior Officers, Portfolio Holders, Member Representatives and the Funding Officer for those organisations who are significantly funded by the Council
- c) Enhanced website to promote the Council's work, what is being achieved and how organisations can access support and apply for funding.
- d) Publish an annual statement / report to highlight what has been achieved in terms of impacts, value and social benefit.
- e) An annual celebration event to show case the funding programme, reward and acknowledge great outcomes and performance, share best practice and create a community of support organisations.
- f) Video clips of applicants and outcomes of their projects/activities.
- g) Highlighting the use of our logo / a building plaque.
- h) Continue to provide an update of grants available and grants allocated to Councillors through the Democratic Services weekly update as and when appropriate.
- i) Information will be sent directly to Ward Councillors via direct emails.
- j) Regular updates regarding available grants will continue to be provided to Parish Clerks and Parish Councils via the Council's Parish Connect newsletter.
- k) Continue the use of the WCCGrant twitter account to promote grant related activities.

- l) Continue to work with communications to provide content for Council's Facebook page and social media platforms.
- m) Commission a service to promote all grant related activities to the community and voluntary sector for example through via e-news bulletins, social media and funding events.

12 OTHER OPTIONS CONSIDERED AND REJECTED

12.1 No alternative options have been assessed at this stage.

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

None

Other Background Documents:-

None

APPENDICES:

- 1 Equality Impact Assessment
- 2 Background evidence and information appendices:
 - Engagements and lessons learned
 - Current community grant funding profile
 - Funding Types Definitions

Scoping & Analysis

Name of the Service, Policy, or Strategy:	Corporate grant programme
Element(s) of the above being assessed.	<i>Proposal for a new corporate grant programme</i>
Date Screening undertaken:	<i>September 2018</i>
Screeners:	<i>Corporate Head of Engagement Funding and Development Officer Portfolio Holder for Business Partnerships</i>
File name and location:	<i>2018 2019 Grants Grant Review</i>
Question (See Advice Notes)	Answer
1. What is the main purpose of the Service, Strategy, Policy, Practice or Procedure?	<p>The Council has stated the need to review the current grant funding programme for the community and voluntary sector. This provides the opportunity to set a new framework for funding awards across the Council so that services are clear when and why monies are awarded to external bodies, the organisations have clarity and the processes are simplified to provide a unified approach. This will enable efficiencies, increased monitoring and reporting and the opportunity to ensure the Council is given the appropriate recognition and credit for the support it provides to its communities.</p> <p>The benefits being sought as a results of the review are:</p> <ul style="list-style-type: none"> a) Clarity on Council objectives and outcomes. b) Simplicity, transparency, fairness and equality.

	<ul style="list-style-type: none"> c) Proactive (rather than reactive) direction of where investment should be focused. d) Enhanced reputation and increased recognition for the Council’s investment. e) Capture of social value and impact at a strategic level. f) Continuation of high quality services that meet local needs and which, if not provided, would be a significant cost to the Council, society, communities and individuals. g) Administration is efficient and resources deployed effectively
<p>2. List the main activities of the Service, Strategy, Policy, Practice or Procedure.</p>	<ul style="list-style-type: none"> 1.1 Reviewing the effectiveness of where the funding is allocated 1.2 Reviewing application processes and internal sign off procedures 1.3 Evaluating the needs of the district in order to make the grant programme more responsive and support those most in need 1.4 Increasing clarity, transparency and communication relating to the grant process

Using the table below identify who is affected by the Service, Strategy, Policy, Project, Practice or Procedure and decide if

- (1) they benefit from it or are disadvantaged or discriminated against by it,
- (2) it is promoting equality of opportunity or participation in public life, and
- (3) if it is promoting good relations with other groups.

Give brief reasons and the evidence for your decision.

N.B. You MUST have evidence or good reasons to justify your decision. Usually this will take the form of equality monitoring information on who uses a service or is affected by a policy. If you do not have monitoring information – or do, but don't analyse it – then it is unlikely that you can complete this stage now unless you can find other evidence or good reasons to support your judgement e.g. research or Equality Assessments undertaken by other agencies. Discuss this with the Equality Adviser and agree a way forward.

'+VE' = Positive impact '-VE' = negative impact 'N/A' = Not Applicable

Covering note:

The corporate grant process provides financial support for voluntary and community organisations who provide a wide range of services for their users. Organisations which apply for funding include – for example - arts, heritage and leisure providers which are open to everyone. They also include organisations which provide practical help for the most vulnerable residents of the Winchester District, such as those living with dementia or families living in chaotic circumstances. Because they are all very different in nature it is not possible to make direct comparisons about the relative value of the services that are best able to help deliver the outcomes of the Council Strategy for the District and the potential target outcomes we have identified through our community profiling exercise.

Considerations**Q. How reliable is the monitoring data for equalities reporting produced by the applicant organisations?**

The grant application form asks for information about any groups named under Equalities Law that the applicant organisation particularly seeks to work with. This is often not relevant because applicant organisations are 'open to all' and hesitate to ask people for equalities profiling information, or do not have the means/opportunity to do this.

Q What guidance and support would we provide to organisations applying for funding?

Clear guidance will be provided throughout the process, both for existing applicants and for new applicant organisations.

Community First have actively targeted groups representing minorities in the District, and it has been particularly active in the rural parts of the District where reach has traditionally been more difficult. Community First also provide online 'chat' support and webinars for those who are less able to travel and wish to access their services out of hours.

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PROTECTED CHARACTERISTIC	SUB-GROUP	DISCRIMINATION & DISADVANTAGE			PROMOTING EQUALITY & PARTICIPATION			PROMOTING GOOD RELATIONS			REASONING & EVIDENCE
		+VE	-VE	N/A	YES	No	N/A	YES	NO	N/A	
SEX (GENDER)	Women			✓	✓			✓			Some organisations do deliver targeted services for women and men but any impact is generally incidental to the wider, funded service.
	Men			✓	✓			✓			
AGE YOU MAY ALTER AGE RANGES IF APPROPRIATE	Over 80	✓			✓			✓			Taken together, the voluntary organisations serve all ages - either as service beneficiaries, or by providing jobs/volunteering opportunities.
	Over 60	✓			✓			✓			
	22-59	✓			✓			✓			
	16 to 21	✓			✓			✓			
	Under 16	✓			✓			✓			
RACE YOU MAY NEED MORE DETAIL HERE E.G. A SPECIFIC ETHNIC GROUP	White British People	✓			✓			✓			As a result of its demographic profile, Winchester's population tends to be white British and therefore the largest number of beneficiaries from the grants will tend to be white British.
	White European or Other White People			✓			✓			✓	The Council does not support any voluntary organisation that is not open to people from other racial backgrounds. All must have an equality policy in place in order to apply for funding. The existence of these organisations therefore promotes equality, inclusion and participation but not in a targeted way and the greatest impacts will
	Irish People			✓			✓			✓	
	Black or Black British People			✓			✓			✓	
	Asian or Asian			✓			✓			✓	

PROTECTED CHARACTERISTIC	SUB-GROUP	DISCRIMINATION & DISADVANTAGE			PROMOTING EQUALITY & PARTICIPATION			PROMOTING GOOD RELATIONS			REASONING & EVIDENCE
		+VE	-VE	N/A	YES	No	N/A	YES	NO	N/A	
	British People										therefore be among white British residents as above.
	Chinese or Chinese British People			✓			✓			✓	
	Mixed Race People			✓			✓			✓	As above
	Gypsies/Travellers			✓			✓			✓	
	People from other minority ethnic groups			✓			✓			✓	
DISABILITY & HEALTH YOU MAY NEED MORE DETAIL HERE E.G. TYPE OF SENSORY IMPAIRMENT	Physical Impairment			✓			✓			✓	The same as below
	Sensory Impairment			✓			✓			✓	
	Long-Term Health Problem	✓			✓			✓			The Council's grants programme supports voluntary organisations which provide services for people from these groups
	Mental Illness	✓			✓			✓			
	Learning Disability	✓			✓			✓			
SEXUAL ORIENTATION	Lesbians			✓			✓			✓	The Council's grant programme has not in recent years supported voluntary organistaions providing services for people from these groups because there have been no applications for funding
	Gay Men			✓			✓			✓	
	Bisexuals			✓			✓			✓	
RELIGION & BELIEF YOU MAY NEED	Faith Groups			✓			✓			✓	The Council's grants programme has not in recent years supported voluntary organistaions providing services for people from these
	Atheist, Agnostic			✓			✓			✓	

PROTECTED CHARACTERISTIC	SUB-GROUP	DISCRIMINATION & DISADVANTAGE			PROMOTING EQUALITY & PARTICIPATION			PROMOTING GOOD RELATIONS			REASONING & EVIDENCE
		+VE	-VE	N/A	YES	No	N/A	YES	NO	N/A	
MORE DETAIL HERE E.G. A SPECIFIC FAITH/BELIEF	or Other belief										groups because grants are not available to deliver mission-based services
TRANSGENDER				✓			✓			✓	The Council's grants programme has in recent years supported voluntary organistaions providing services for people from these groups
MARRIAGE & CIVIL PARTNERSHIP	Married			✓			✓			✓	No direct impact on these groups
	Civil Partners			✓			✓			✓	
PREGNANCY & MATERNITY	Pregnant	✓			✓			✓			Pre- and post-natal support services provided through outreach services.
	On Maternity Leave	✓			✓			✓			See above
OTHER YOU MAY ADD ADDITIONAL GROUPS HERE.	Poor Literacy &/or Numeracy	✓			✓			✓			The Council's grants programme supports voluntary organisations which provide services for people from these groups
	Unemployed	✓			✓			✓			
	Living in rural area	✓			✓			✓			
	Low Income	✓			✓			✓			
	On Benefits	✓			✓			✓			
	Caring Responsibilities	✓			✓			✓			

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Now answer the following questions. The key findings should be included in any report to decision-makers and used to produce a short report on the Equality Assessment for publication. This should include any new equality information you have gathered and details of any consultations or other forms of engagement with individuals or groups of people with protected characteristics. N.B. It is a legal requirement to publish this information.

4. Have you identified any impact(s) on any group(s)?	<p>YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> <i>Summarise nature of any impact(s) – positive or negative - and what can be done to avoid or mitigate negative impacts.</i></p> <p>The new review has been designed to eliminate inconsistencies in the funding programme, to reduce bureaucracy, increase transparency and to bring clarity and equity to the process.</p> <p>However, officers believe from recent experience that a change to funding can trigger significant improvements to an organisation's business operation which will have a more positive long term impact for its service users than simply maintaining the status quo in the short term.</p>
5. Is the Service, Strategy, Policy, Project, Practice or Procedure promoting equality of opportunity and/or participation in public life for any group(s)?	<p>Not Applicable <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>The grants process is designed and implemented in a way that seeks to promote equality of opportunity.</p> <p>There is potentially more that could be done to target specifically groups that are currently under-represented</p>
6. Can it be improved to do so?	<p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> <i>Explain</i></p> <p>Yes. Working with our commissioned voluntary sector support agency, Community First, we can target new groups, offer dedicated training to support grant applications,</p>

<p>7. Is the Service, Strategy, Policy, Project, Practice or Procedure promoting good relations for any group(s)?</p>	<p>Not Applicable [] YES [<input checked="" type="checkbox"/>] NO []</p> <p>Yes, the programme supports organisations that work with a number of the groups – e.g. vulnerable young people; people with learning difficulties; older people; those in financial distress etc.</p>
<p>8. Have you gathered any new equality information during this assessment?</p>	<p>YES [] NO [<input checked="" type="checkbox"/>]</p> <p>Simple statistics have been collated with regards to the profiling of our communities and their needs.</p>
<p>9. Have you undertaken any consultation/engagement work during this assessment?</p>	<p><input checked="" type="checkbox"/> YES [<input checked="" type="checkbox"/>] NO []</p> <p>Consultation has not taken place with regard to this assessment, however the review process did engage with the following:</p> <ul style="list-style-type: none"> Member observers Senior Officers Grant recipients Core funded organisations Parish Councils City Councillors

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Appendix 2 Engagements and lessons learned

Core funded partners – face to face meetings on site.

Completed:

- Trinity Winchester
- Winchester Live Theatre Trust
- Unit 12
- Winchester Churches Nightshelter
- The Carroll Centre
- Citizens Advice

Core funded non -partner workshop - attended by:

- Home Start Hampshire
- Winchester & District Young Carers
- Live at Home
- Street Reach
- Home Start Winchester
- Winchester Youth Counselling
- Blue Apple
- Winnall Rock Scholl

Corporate meetings held with officers

- Business rates

Economic development

- Environment services
- Housing
- Community Development
- Finance & Town Forum Members

- Hampshire Council County - community grants lead
- Crowdfund platform provider
- Online survey to all Ward Councillors and Parish Councils

Summary of lessons learned

Funding	Process	Communication
Core funded - Partner Organisations		
<ul style="list-style-type: none"> Value the core funds as no other grants support this element. Lever additional funds by having the Council “backing”. Enables the organisations to concentrate on the people and not spend time fund raising. About being able to become sustainable – given the time to do so 	<ul style="list-style-type: none"> Want longer agreement for stability and planning. Sometimes it may not be possible to deliver on the exact way set out in the grant – due to changes / unplanned events etc. Need to be able to flexi and make changes during the grant period. Do not report on the whole business – only what is in the agreement so missing the leverage effect of the full delivery. Consistency and support creates partnership. Partnership with aligned objectives. 	<ul style="list-style-type: none"> Proud to be a partner. Members need to celebrate the outcomes. Hold a workshop on what could be done / not just what has happened. WCC should better celebrate the outcomes as our successes. Communication is key. Cllr support has been very much appreciated and welcomed – also in role of approaching to offer help. Advocacy to others is important.
Core funded – Other Organisations (smaller)		
As above	<ul style="list-style-type: none"> Level of monitoring is quite high for value of grant – annual report would be good approach. Lottery is a good practice example. Delivery is constrained by tying to meet Council objectives rather than what the service needs are. Would be better to co-design the outcomes and would give better understanding of the business. Organisations are not able to tell the Council about emerging issues or feedback on other activities / issues – this should be built into the monitoring process. 	<ul style="list-style-type: none"> Meeting face to face is a benefit and enable the organisation to highlight what else has been achieved and what else could be done. An exchange of ideas. Organisations are not aware of the range of services or organisations the Council supports / delivers to see where activities would complement No networks anymore and a much reduced number of agencies to make referrals. Interested in a network being established.
Members		
<ul style="list-style-type: none"> Consider local grant events one in each Parish – as a promotion and for organisations to bid for the money on the day – “the great grant give-away”. 	<ul style="list-style-type: none"> Single application for City Council – remove duplication of Town Forum applications. Finance – confirm the appropriate risk / due diligence threshold. Need a mechanism to respond to local / unplanned requests for project support – that is simple, fair, transparent etc. 	<ul style="list-style-type: none"> Produce an Annual Report – to demonstrate the range of clients helped, their spread across the district and the impacts and outcomes achieved in comparison across organisations. have an annual celebration event that showcases what the Council has supported and what organisations have achieved – awards

Funding	Process	Communication
Officers		
<p>Link grants to new Council housing schemes – supporting local projects in the community.</p> <p>Business rates relief is an effective way to offer grant as Council contribution is 40% - Could also look to be more targeted in the range of reliefs offered to support policy priorities.</p>	<ul style="list-style-type: none"> • There is not stated a policy on the level of reserves required or which is appropriate (or too much). • Although current grant programme has a cap of no more than twelve months. • Process and policies – more guidance to staff. • Commonly understood definition of grant and commissioning • Business rates relief application should be on online. 	<ul style="list-style-type: none"> • Relationship to remain with lead officer / team. • Mechanism for centrally collecting information, reporting and providing oversight. • Business rates scheme is not proactively promoted.

Summary of Councillor and Parish Council survey

1. All responses stated that they have an active voluntary and community sector in their community.
2. In response to the issues they address and who they support, the general response was that a variety of groups within each community were supported, particularly the elderly and the young, but generally meeting the needs of the particular area.
3. 13 out of 18 responses said that an activity or service had been stopped that was beneficial to the local community. Lack of volunteers/support and funding appear to be the main factors causing activities to cease. A few responses mentioned the cost of insurances and safety requirements being too much for certain activities.
4. In terms of issues that need resolving in each community, there were several themes such as:
 - a. A lack of community spirit – it was suggested that this seems to be more evident in areas with new housing and younger families who are mostly not interested in volunteering or being as involved in the local community as the older generation who are becoming increasingly limited in their ability and mobility.
 - b. Community activities that are able to cover the wide range of age groups and needs within a community.
 - c. Some specific issues regarding speed limits and traffic calming measures.
 - d. Lack of sufficient regular public transport also seemed to be a recurring theme.
 - e. A few responses requested a look at funding for the repair or expansion of village halls/community centres, and help with making them viable (e.g. Winnall community centre).

5. There is general consensus that Parish Council meetings are good for providing evidence of the above issues.
6. Responses related to signposting the Council to statistics on issues in specific areas were mixed and quite vague. Using police speed checks and SLR readings was suggested. Parish plan updates were mentioned as possibly containing more detail on a specific area and its issues. There were many suggestions to access deprivation data (especially in areas such as Winnall), NHS statistics, or any specific statistics that demonstrate the changing sociodemographic of the Winchester district. Mental and general wellbeing for health statistics would be useful for supporting activities.
7. In terms of being aware of the support available for communities to empower themselves, 8 out of 18 said they didn't know where to go for support. A few knew where to go but didn't feel that was helpful. One Parish Council was very pleased with the support received from their WCC councillor.
8. 7 out of 18 responses said they did know that there is a funding search tool (www.idoxopen4community.co.uk/winchester) on the Council's website.
9. 10 out of 18 responses said they were aware that there is a dedicated support service contracted by WCC and provided by Community First, but only 6 of them have used the service. 3 of those gave positive feedback and the other 3 didn't know or state if the help had been useful. (reason to use Community First as gateway)
10. 17 of the 18 responses were aware of the funding streams made available by the Council for communities to access.
11. When asked how best the grant scheme can help address community issues, many of the responses said that grants were helpful but publicity and advertising them was difficult, as well as a perceived lengthy process. A suggestion for more simplicity with regards to grants was made.
12. In terms of how to make the grant scheme more effective, simplicity, publicity, advertising and information from the Council were suggested. Site visits were also suggested as a good idea.
13. 5 out of 18 use the WCC website to find out about grants available from the Council. Many said they found out by asking or only when told. One response described the grant system as open and informative and headed up by a good team. A few are informed via the Parish Clerk.
14. 12 out of 18 actively promote the grants in their ward. Of those that said no, many said they would like more information with suggestions of information that could go into parish magazines or on social media. Regular updates to Parish Clerks were also suggested and one response asked for more direct contact from officer.
15. In response to what communication they would like to receive about the different grants the Council awards, there were the following suggestions:
 - a) A grant section update at the end of the weekly DSU.
 - b) Direct emails to Ward Councillors.
 - c) Regular updates to Parish Clerks and direct information to Parish Council.
 - d) For Councillors to be more informed.

Current community grant funding profile

Core Partners

Live Theatre Winchester Trust	£188,000
Citizens Advice Bureau	£168,000
Winchester Churches Nightshelter	£14,200
Trinity	£85,000
Unit 12	£16,000
Carroll Centre	£11,000
Home Start MV	£9,000
Home Start WD	£8,300
Age UK mid hants	£6,500
Live at home	£6,500
Youth Counselling	£6,000
Winnall Rock School	£6,000
Street Reach	£5,500
Blue apple	£5,500
WD Young Carers	£4,000
Total - Core	£539,500

Funding Types Definitions

Source: Guidance: Government Functional Standards for General Grants, July 2018, Cabinet Office.

As referenced in the Civil Society paper, the recently published Government guidance for departments for creating and issuing grants, helpfully defines the different forms of award:

Competitive: all general grants should undergo a competition process by default, except where a Direct Award can be justified. Examples of Competed Awards:

- **full competition:** where organisations compete against each other for a single grant, in response to a published advert and pre-published award criteria; or
- **challenge fund:** where applicants compete against pre-published criteria for portions of a pot of funding, which has been earmarked for a particular purpose and where repeat bids are permitted.

Direct Award: in some circumstances, a grant may be awarded without competition.

Examples include:

- awarding a grant to an organisation that is the only provider of the service that the grant is being set up to fund;
- awarding a grant to an organisation which inhabits a unique position or offers a particularly specialist function;
- awarding a grant to an organisation which has a track record of excellence in a particular area;
- if the value of the grant is low and the cost of approaching the market through a competition would exceed the benefit to be gained from competition between suppliers;
- there is extreme urgency, where such urgency was not foreseeable and was not as a result of any action or inaction on the part of the grant award department; or
- in the event of market failure.

Criteria Grants: these grants are usually not competed, as they are created with set qualifying criteria. As long as the applicant meets the required criteria, the recipient receives the funding, e.g. grants to assist those affected by flooding.