



## SHEFFIELD CITY COUNCIL Cabinet Report

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**Report of:** Executive Director - Communities

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**Date:** 19<sup>th</sup> February 2014

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**Subject:** Voluntary Sector Grant Aid Budget 2014-15

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**Author of Report:** Martin Hughes, Locality Team Manager, Communities

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### Summary:

- 1.1 The report focuses on the allocation of the Voluntary Sector Grant Aid Budget for 2014/15. This is a transitional year and the report proposes that a full review of the current Voluntary Sector Grant Aid criteria and processes takes place between January and June 2014, which will form part of wider assessment of how the Council invests in the VCF Sector in future years.
- 1.2 The proposed Voluntary Sector Grant Aid budget for 2014/15 is **£1,994,950**. This has been prepared on the basis of the budget proposal to be considered at Council at its meeting on 7th March 2014 less in-year cash limit adjustments and minus 15%.
- 1.3 Our proposed approach to making these savings is to focus our funding for voluntary sector organisations on those areas where the VCF sector is best placed to deliver around Tackling Poverty and Increasing Social Justice.
- 1.4 For 2014/15, Grant Aid will prioritise activity that we know has a direct benefit and works. This will mean continuing to support the delivery of Citizen Advice Services by the newly established Sheffield Citizen Advice and Law Centre (SCALC), the provision of Lunch Clubs provided by older people for older people across the City, support for VCF infrastructure services and a discretionary budget to support activity by the VCF sector that helps the most vulnerable. We won't be funding new projects, and we are likely to have to stop funding some activity which we currently fund that either doesn't address the needs of our most vulnerable people, or where alternative funding sources have been identified.
- 1.5 Voluntary Sector Grant Aid is split into two funds -
  - Lunch Clubs Small Grants Fund
  - Voluntary Sector Grants Fund (three themes)

- Tackling Poverty and increasing Social Justice
- Supporting the Voluntary Sector to thrive and deliver
- Promoting Social and Financial Inclusion

- 1.6 The purpose of this report is to seek approval for recommended investment in the voluntary and community sector for 2014-15 from the Voluntary Sector Grant Aid Budget. This budget is subject to approval of the Council budget for 2014-15 to be adopted at Council on 7<sup>th</sup> March 2014.
- 1.7 The Council's Voluntary Sector Grant Aid budget is managed by the Voluntary Sector Liaison Team that forms part of the Locality Management Team within Community Services, which is part of the Communities portfolio. This report deals with the arrangements for the Lunch Clubs Fund and the Voluntary Sector Grants Fund in 2014-15. Detailed recommendations for awards are contained in Appendix 1.
- 1.8 In reaching the recommendations proposed in Appendix 1 attention has been given to ensuring that the organisations to be funded are fit for purpose in terms of governance, service delivery and financial viability and that the investment represents good value in terms of outcomes for service users.

### **Reasons for Recommendations:**

The allocation of this funding will fundamentally contribute to the Council's Strategic Outcomes around 'Tackling Poverty and Increasing Social Justice'. In addition it will contribute to the following objectives –

- A Strong and Competitive Economy
- Better Health & Wellbeing
- Successful Children and Young People
- Safe and Secure Communities
- A Great Place to Live
- An Environmentally Responsible City

In addition, the allocation of this funding will contribute to the Fairness Commission's recommendations around -

- Health & Wellbeing for All
- Fair Access to High Quality Jobs and Pay
- Fair Access to Benefits and Credit
- Housing and a Better Environment
- A Safe City
- What Citizens and Communities can do

### **Recommendations:**

1. Cabinet is asked to approve that a full review of the current Voluntary Sector Grant Aid criteria and processes takes place between January and June 2014, which will form part of wider assessment of how the Council invests in the VCF Sector from 2015/16 onwards.

2. Cabinet is asked, having had due regard to the provisions of Sections 149 and 158 of the Equality Act 2010 and Section 17 of the Crime and Disorder Act 1998, and to the issues raised by those provisions, to approve the grant award recommendations listed in Section 4 of this report, and detailed further in Appendix 1.
3. Cabinet is asked to endorse the award process described in Appendix 2 and to approve the actions, arrangements and recommendations at Sections 4 and 11, and the following specific delegations:-
  - (a) The Director of Housing is authorised:-
    - (i) to administer the Lunch Clubs Small Grants Fund as described in Appendix 1;
    - (ii) to agree the terms of and authorise the completion of all funding agreements relating to grants made from the Lunch Clubs Small Grants Fund and the Voluntary Sector Grants Fund, together with any other associated agreements or arrangements that they may consider appropriate, provided that if the terms of a proposed funding agreement involve the variation of any standard terms previously agreed by Internal Audit and / or Legal Services the agreement shall not be completed without the consent of the Chief Internal Auditor and the Director of Legal and Governance;
    - (iii) where (a) a change of circumstance affects the ability of an organisation to deliver the purpose of the grant awarded, (b) the Director considers the performance of the organisation to be below an acceptable standard or (c) an organisation has breached any of the award conditions contained in their funding agreement, to review, adjust or suspend grant awards;
  - (b) The Director of Housing, in consultation with Cabinet Member for Communities and Inclusion, is authorised:-
    - (i) to allocate up to £15,000 to further support infrastructure services in the second 6 month period (1<sup>st</sup> October 2014 – 31<sup>st</sup> March 2015).
    - (ii) to agree the amounts, purposes and recipients of any individual grants awarded in year from the Grant Funds including any additional sums received or returned or unpaid funds
    - (iii) where (a) a change of circumstance affects the ability of an organisation to deliver the purpose of the grant awarded or (b) the Director considers the performance of the organisation to be below an acceptable standard or (c) an organisation has breached any of the award conditions contained in their funding agreement, to withdraw grant awards.

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**Background Papers:** NONE

**Category of Report:** OPEN

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## Statutory and Council Policy Checklist

<b>Financial Implications</b>
YES Cleared by: Liz Orme
<b>Legal Implications</b>
YES Cleared by: Andrew Bullock
<b>Equality of Opportunity Implications</b>
YES Cleared by: Phil Read
<b>Tackling Health Inequalities Implications</b>
NO
<b>Human rights Implications</b>
NO:
<b>Environmental and Sustainability implications</b>
NO
<b>Economic impact</b>
NO
<b>Community safety implications</b>
YES
<b>Human resources implications</b>
NO
<b>Property implications</b>
NO
<b>Area(s) affected</b>
Citywide
<b>Relevant Cabinet Portfolio</b>
Cllr. Mazher Iqbal – Communities and Social Inclusion
<b>Relevant Scrutiny Committee if decision called in</b>
Safer & Stronger Communities
<b>Is the item a matter which is reserved for approval by the City Council?</b>
NO
<b>Press release</b>
YES

## Voluntary Sector Grant Aid Budget 2014-15

### 1.0 Summary

- 1.1 The report focuses on the allocation of the Voluntary Sector Grant Aid Budget for 2014/15. This is a transitional year and the report proposes that a full review of the current Voluntary Sector Grant Aid criteria and processes takes place between January and June 2014, which will form part of wider assessment of how the Council invests in the VCF Sector in future years.
- 1.2 The proposed Voluntary Sector Grant Aid budget for 2014/15 is **£1,994,950**. This has been prepared on the basis of the budget proposal to be considered at Council at its meeting on 7th March 2014 less in-year cash limit adjustments and minus 15%.
- 1.3 Our proposed approach to making these savings is to focus our funding for voluntary sector organisations on those areas where the VCF sector is best placed to deliver around Tackling Poverty and Increasing Social Justice.
- 1.4 For 2014/15, Grant Aid will prioritise activity that we know has a direct benefit and works. This will mean continuing to support the delivery of Citizen Advice Services by the newly established Sheffield Citizen Advice and Law Centre (SCALC), the provision of Lunch Clubs provided by older people for older people across the City, support for VCF infrastructure services and a discretionary budget to support activity by the VCF sector that helps the most vulnerable. We won't be funding new projects, and we are likely to have to stop funding some activity which we currently fund that either doesn't address the needs of our most vulnerable people, or where alternative funding sources have been identified.
- 1.5 Voluntary Sector Grant Aid is split into two funds -
  - Lunch Clubs Small Grants Fund
  - Voluntary Sector Grants Fund (three themes)
    - Tackling Poverty and increasing Social Justice
    - Supporting the Voluntary Sector to thrive and deliver
    - Promoting Social and Financial Inclusion
- 1.6 The purpose of this report is to seek approval for recommended investment in the voluntary and community sector for 2014-15 from the Voluntary Sector Grant Aid Budget. This budget is subject to approval of the Council budget for 2014-15 to be adopted at Council on 7<sup>th</sup> March 2014.
- 1.7 The Council's Voluntary Sector Grant Aid budget is managed by the Voluntary Sector Liaison Team that forms part of the Locality Management Team within Community Services, which is part of the Communities portfolio. This report deals with the arrangements for the Lunch Clubs Fund and the Voluntary Sector Grants Fund in 2014-15. Detailed recommendations for awards are contained in Appendix 1.
- 1.8 In reaching the recommendations proposed in Appendix 1 attention has been given to ensuring that the organisations to be funded are fit for purpose in

terms of governance, service delivery and financial viability and that the investment represents good value in terms of outcomes for service users.

## **2.0 What does this mean for Sheffield people**

2.1 The grants recommended in Appendix 1 of this report will support activities and services that will directly benefit a wide range of vulnerable local citizens. Beneficiaries from the grants recommended in Appendix 1 will include the following groups of vulnerable local people –

- Those in need of advice and advocacy services
- Households in financial need
- Older people
- Homeless people
- Adults with limited mobility who are unable to get out and about to engage in activities and services
- Ethnic minority women
- Refugees, asylum seekers and new arrivals
- Mental health service users
- Street drinkers
- Victims of sexual abuse

Organisations awarded a grant will be asked to monitor service use, to provide a diversity profile of their service users and report how they manage their user consultation and involvement.

2.2 The majority of the grants recommended in Appendix 1 will encourage significant opportunities for local people to contribute to the wellbeing of their communities by engaging in volunteering. They will support organisations providing quality training and the opportunity to gain experience that will enhance volunteers' skills and employability.

2.3 The grants recommended in Appendix 1 will enable local people to engage in active citizenship as trustees and management committee members shaping and guiding the development of these organisations and the services they provide.

2.4 The majority of the grants recommended in Appendix 1 will provide employment opportunities for local people by helping to sustain organisations that employ paid staff.

2.5 Included within the Voluntary Sector Grant Aid Budget is an amount used to provide grants to a network of local lunch clubs. The majority of lunch clubs are small self-help groups run entirely by volunteers that encourage older people to participate in a range of activities that reduce social isolation and promote health and wellbeing in older age. Between 2,000 and 2,500 older people will benefit from attending these clubs in 2014/15.

## **3.0 Outcome and Sustainability**

3.1 The allocation of this funding will fundamentally contribute to the Council's Strategic Outcomes around 'Tackling Poverty and Increasing Social Justice'. In addition it will contribute to the following objectives –

- A Strong and Competitive Economy

- Better Health & Wellbeing
  - Successful Children and Young People
  - Safe and Secure Communities
  - A Great Place to Live
  - An Environmentally Responsible City
- 3.2 In addition, the allocation of this funding will contribute to the Fairness Commission's recommendations around -
- Health & Wellbeing for All
  - Fair Access to High Quality Jobs and Pay
  - Fair Access to Benefits and Credit
  - Housing and a Better Environment
  - A Safe City
  - What Citizens and Communities can do
- 3.3 The grants recommended in this report will fulfil a number of functions, including providing core funding to sustain VCF organisations where alternative income streams are not available and enabling organisations to lever in other funding.
- 3.4 Based on previous monitoring returns it is estimated that the activity delivered by the organisations recommended for funding will be enhanced by around 4,000 hours of volunteer input each week.
- 3.5 The process to allocate the Voluntary Sector Grant Aid Fund has included a challenge to the VCF sector in how they make efficiency savings and radically change their operations in order to remain sustainable. This has particularly been the case in two areas –
- Advice Services – the merger of 12 independent Advice Centres to establish the Sheffield Citizens Advice and Law Centre (SCALC). To improve the advice offer in the city and given the reduction in funding available for advice services from a variety of sources, the Council has encouraged providers to merge into a single advice service for the city. The objectives of a single citywide service are:
    - To establish a high quality, comprehensive and consistent advice service for Sheffield
    - To ensure that face to face advice is available to anyone who needs it, recognising that advice need is concentrated in certain areas of the city
    - To ensure that advice is available through a range of channels (including on line self-help, telephone and face to face), and that the new service encourages people to become less reliant on intensive casework
    - To ensure that the advice needs of a range of vulnerable groups are met
  - VCF infrastructure support – the further development of the FUSE Partnership, which is made up of a number of organisations that provide infrastructure support to the voluntary and community sector in the city. The aim of FUSE is to improve and streamline access to support for local groups and organisations, to deliver efficiency savings and help sustainability. In 2013-14, following on from the successful

pilot of a voucher scheme, funded through the Transforming Local Infrastructure Lottery funded project, Voluntary Sector Grant Funding was used to support a bursary fund to enable priority voluntary and community sector groups in the city to access services free at the point of delivery. This approach enabled the end user to choose the right package of support to meet their needs.

- 3.6 To complement the recent changes in locality based engagement the Council is also consulting on a new Equality Hubs Network for individuals and groups, who belong to a community of identity (COI) specifically identified as protected characteristics within the Equality Act 2010 who are currently under-represented in existing voice and influence arrangements.
- 3.7 Communities are often defined by the place they live, often single or small sets of neighbourhoods. However many people also feel part of communities around common issues or circumstances, such as those protected characteristics in the Equality Act 2010 disability, age, race, sex, sexual orientation, gender reassignment and want to join together and organise over larger geographical areas, such as city wide. The Network will provide opportunities for individuals and groups to engage with and work across communities and influence the Council. The Network will also save costs through streamlining the range of meetings currently held and there will be a simple and well-recognised mechanism for getting out to people.
- 3.8 It is intended to enable people from Sheffield's diverse communities to get access to and have regular engagement with decision makers and influence all areas of the Council's work. There will also be a small complimentary specific grant pot available to organisations working with COI which will focus on meeting the Councils Equality and Fairness Objectives 2014 -18 and to encourage joint working on shared issues.

#### **4.0 Full Proposal**

- 4.1 It is proposed that a full review of the current Voluntary Sector Grant Aid criteria and processes takes place between January and June 2014. This will form part of wider assessment of how the Council supports the VCF Sector via grants, which will -
- identify the viability of establishing a single pooled fund
  - streamline the management of the funds
  - align grants with corporate priorities and those identified by the VCF sector so that they are targeted at our most vulnerable communities
  - Explore the validity of commissioning as part of a grants process that will achieve the objectives of the Council
  - Offer a single 'gateway' and procedure (if slightly different processes) for the VCF sector and communities of interest.
  - Ensuring clarity of communication and marketing.
- The details of how this review will be conducted have yet to be finalised, but it is envisaged that the mechanisms used will be co-produced with representatives from the VCF Sector. The outcome of the project may well be a single pooled budget from across the Council that can be used to invest in developing community resilience, social capital and community leadership, particularly within the VCF sector and with communities of identity.



4.2 The proposed Voluntary Sector Grant Aid budget for 2014/15 is **£1,994,950**. This has been prepared on the basis of the budget allocated by Council at its meeting on 1<sup>st</sup> March 2013 less in-year cash limit adjustments and minus 15%.

- 4.3 Voluntary Sector Grant Aid is split into two funds -
- Lunch Clubs Small Grants Fund
  - Voluntary Sector Grants Fund (three themes)
    - Tackling Poverty and increasing Social Justice
    - Supporting the Voluntary Sector to thrive and deliver
    - Promoting Social and Financial Inclusion

The proposal and recommendations within this report have been submitted by the Grants Awards Recommendation Panel, which is made up of the Cabinet Member for Communities and Inclusion, his advisors and the head of Locality Management. Details of the whole process used to come to this proposal and recommendations can be seen in Appendix 2.

4.4 **Lunch Clubs Small Grants Fund** - The purpose of this fund is to promote the Council's strategy to support the independence, health and wellbeing of older people by making available a fund offering grants to lunch clubs. Further details on this fund can be seen in Appendix 1. The Grants Awards Recommendation Panel proposes that **£147,000** is allocated to a Lunch Clubs small grants fund.

4.5 **Voluntary Sector Grants Fund** – this fund has three themes

a) **Tackling Poverty and Increasing Social Justice** – this theme focuses on city-wide Advice and was not advertised. The Grants Awards Recommendation Panel proposes that funding be allocated to the following two organisations.

i) **Sheffield Citizens Advice and Law Centre**  
During the first 6 months of 2013-14, Advice Services were funded as individual organisations provided they were committed to working towards integrating into the citywide service. During this time, most independent advice organisations decided to merge into a single organisation, Sheffield Citizens Advice and Law Centre (SCALC). This organisation applied for funding in September 2013 and was awarded a grant for the period 1<sup>st</sup> October 2013- 31<sup>st</sup> March 2014 by the Director, Policy, Partnership and Research, in consultation with Cabinet Member for Communities and Inclusion, in accordance with delegated powers contained in the Cabinet Report: *Voluntary Sector Grant Fund Awards 2013-14*, 27<sup>th</sup> Feb 2013. Given the recent formation of Sheffield Citizen's Advice and Law Centre and having only just made a grant application it was decided that it would be unnecessarily burdensome to ask the organisation to make a fresh application for 2014-15 simultaneously with their application for the period 1<sup>st</sup> October 2013- 31<sup>st</sup> March 2014. Instead a decision was taken to continue funding in 2014-15 on condition that outputs, outcomes and milestones detailed in the Funding Agreement for 1st October 2013- 31st March 2014 is revised and refreshed in January 2014 for 2014/15. The

amount recommended by Panel to fund Sheffield Citizen's Advice and Law Centre is **£1,020,000**.

ii) Sheffield Credit Union

In 2012-13, Sheffield Credit Union was funded on the understanding that funding would be for a 33 month period under a tapered arrangement, subject to budget approval. An initial funding agreement for 21 months was awarded, beginning when the Voluntary Sector Grants Fund was started in July 2012-13. 2014-15 represented the final 12 months of the tapering arrangement. For this reason it was agreed that Sheffield Credit Union was not required to reapply for 2014-15. The funding arrangement and the organisation's performance were reviewed by an Officer and recommended for funding in line with the tapered arrangement. Therefore, the Grants Awards Recommendation Panel proposes that **£25,000** is allocated to Sheffield Credit Union.

**b) Supporting the Voluntary Sector to thrive and deliver** - This theme supports city-wide VCF infrastructure activity that ensures -

- i) Local voluntary and community sector groups and organisations are able to access advice and support to develop their skills and capacity and are able to improve their prospects of developing and maintaining a diverse funding base so that they function effectively in line with best practice.
- ii) Local voluntary and community sector groups and organisations are able to recruit the volunteers they need and to develop their skills and knowledge to manage volunteers to best practice standards.
- iii) Older people's lunch clubs and activity groups operate safely and effectively, provide high quality activities for their members and are part of a thriving network that is well informed, responsive to changing needs and sustainable for future generations.

The Grants Award Recommendation Panel proposes that a single joint application is accepted to address points i) and ii). This is in line with continuing work with VCF infrastructure organisations to streamline the offer and make backroom efficiencies. The Panel recommends allocating **£170,000**. This will be split as follows -

- Voluntary Action Sheffield - £98,000
- South Yorkshire Community Foundation (inc. South Yorkshire Funding Advice Bureau) - £42,000
- Creative Pathways - £15,000 for the six month period 1<sup>st</sup> April – 30<sup>th</sup> September 2014
- Up to £15,000 ring-fenced to further support infrastructure services in the second 6 month period (1<sup>st</sup> October 2014 – 31<sup>st</sup> March 2015). Progress of all partners to be reviewed during the first 6 month period and awards in respect of the £15,000 ring fenced amount for the second six month period to be made in line with Council priorities, value for money and performance against outputs, outcomes and any conditions set.

In order to address point iii) the Grants Award Recommendation Panel further recommends that **£49,630** is allocated to the Voluntary Action Sheffield Lunch Club Development Project.

- c) **Promoting Social and Financial Inclusion** - All applications under this theme needed to demonstrate that they were providing city-wide support for our most vulnerable adults and contributed to the need for them to reduce access to statutory services, such as social services or health services. Applications supporting the following groups of vulnerable people were prioritised, based on an analysis that these vulnerable groups did not receive significant funding from other council services –
- Households in financial need
  - Homeless people
  - Adults with limited mobility who are unable to get out and about to engage in activities and services
  - Ethnic minority women
  - Refugees, asylum seekers and new arrivals
  - Mental health service users
  - Street drinkers
  - Victims of sexual abuse

A full list of the eligibility criteria can be seen in Appendix 3.

The Grants Award Recommendation Panel recommends the following grants that have been categorised into the various vulnerable groups that will be targeted.

Households in financial need - £95,780

- St. Vincent de Paul – £66,000
- Heeley City Farm - £29,780

Homeless people - £38,000

- Emmaus Sheffield – £23,000
- NOMAD Opening Doors – £15,000

Adults with limited mobility - £34,400

- Sheffield Community Transport - £20,400
- Shopmobility Sheffield - £14,000

Ethnic minority women - £93,970

- Roshni Asian Women's Resource Centre – £51,295
- Sheffield Association for the Voluntary Teaching of English– £42,675

Refugees and new arrivals - £76,645

- Voluntary Action Sheffield (New Beginnings) - £17,400
- City of Sanctuary - £24,245
- Pakistan Advice and Community Association - £35,000

Mental health service users - £58,775

- St. Wilfrid's - £48,275
- Mental Health Action Group – £10,500

Street drinkers - £53,650

- Ben's Centre – £53,650

Victims of sexual abuse - £84,900

- Young Women's Housing Project - £28,000
- Sheffield Rape and Sexual Abuse Centre - £56,900

Cross Cutting - £47,200

- Sheffield Chinese Community Centre - £27,000
- Sheffield & District African Caribbean Community Association - £20,200

4.6 Further details of recommended awards from the Voluntary Sector Grants Fund are attached to this report as Appendix 1, which provides brief details of the amount and purpose of the award being recommended. Each grant included in Appendix 1 will be the subject of a Funding Agreement that sets out the outputs, outcomes, milestones and conditions on which the funding is granted together with a budget of how the grant will be spent. Every grant is subject to a set of standard grant conditions approved by Legal Services. It is proposed that authority to attach additional conditions to a grant be delegated to the Director of Housing where s/he considers these appropriate following the assessment process.

4.7 The majority of the awards recommended are for a period of 12 months. The grant to Creative Pathways is for 6 months. It is recommended that an amount of up to £15,000 is ring fenced to further support infrastructure services in the second 6 month period (1st October 2014 – 31st March 2015). How this is allocated will be contingent upon the outcome of a review of all organisations funded under the 'Supporting the voluntary sector to thrive and deliver' points 4b i) and ii) during the first 6 months. It is proposed that responsibility for carrying out and deciding the outcome of this review should be delegated to the Director of Housing in consultation with the Cabinet Member for Communities and Inclusion

## **5.0 Summary of Financial Implications**

5.1 The total Voluntary Sector Grant Aid Budget for 2014-15 has been prepared on the basis of the budget allocated by Council at its meeting on 1<sup>st</sup> March 2013 less in-year cash limit adjustments and minus 15%.

5.2 As part of the Council's budget setting process an Equality Impact Assessment was completed in January 2014. The completion of the EIA was informed by consultation with the VCF Sector on the impact on different communities of identity (COI) as a result of the proposed budget reduction. The action plan associated with this Equality Impact Assessment identified that a robust and transparent assessment process would be used to ensure that applications for Voluntary Sector Grant Aid offer value for money and fit with the Council's current priorities. It will also take into account any budget reductions from other discretionary Council budgets that are used to support these organisations.

- 5.3 When assessing applications to the Voluntary Sector Grants Fund account has been taken of other funding from elsewhere in the Council that these organisations may be in receipt of, and the level of any reductions being applied to that funding.
- 5.4 Wherever relevant, support will be provided to local VCF organisations in their applications to other external funders. The proposed allocation to infrastructure support services will help to enable local VCF organisations to identify and apply for external funding.
- 5.5 The financial implications arising from the proposals contained within this report can be summarised as follows:

Lunch Clubs Fund	-	£147,000
Tackling Poverty and Increasing Social Justice	-	£1,045,000
Supporting the Voluntary Sector to thrive and deliver	-	£219,630
Promoting Social and Financial Inclusion	-	£583,320
<b>Total</b>	-	<b>£1,994,950</b>

- 5.6 Other sums may be received in year from other parts of the Council or other partners to be managed as part of the Voluntary Sector Grant Aid process to fund local voluntary sector activity. It is recommended that decisions to award grants in year from the Voluntary Sector Grant Aid budget, including any additional sums, returned or unpaid funds, be delegated to the Director of Housing in consultation with the Cabinet Member for Communities and Inclusion.
- 5.7 As with all public funding we need to ensure that we achieve good value for money from this investment and that our spending in the voluntary sector helps to achieve wider efficiencies that are crucial at this time of reducing budgets. Each grant will be the subject of a funding agreement that will stipulate the specific outputs and outcomes to be achieved by the organisation in return for the grant. Performance will be monitored against this agreement during the grant period

## 6.0 Legal Implications

- 6.1 The legal power for the Council to establish, administer and make awards from the various grant funds as described in this report is provided by the general power of competence contained in Section 1 of the Localism Act 2011. Subject to certain statutory restrictions, none of which apply in this case, Section 1 gives the Council “power to do anything that individuals generally may do”.
- 6.2 In considering this report Cabinet must be mindful of the requirements imposed by the public sector equality duty enacted in Section 149 of the Equality Act 2010. Some of the proposals in this report involve the taking of action to assist persons sharing ‘protected characteristics’ within the meaning of the 2010 Act to overcome or minimise disadvantage or otherwise meet their needs. This is permitted by Section 158 of the Act 2010. More details are set out below in section 7 of this report.

- 6.3 Cabinet must also have due regard to the likely effect of the proposals on, and the need to do all that it reasonably can to prevent, crime and disorder, the misuse of drugs, alcohol and other substances and re-offending in its area (Section 17 of the Crime and Disorder Act 1998). More details are set out below in section 8 of this report.
- 6.4 The European Commission has considered the issue of whether public sector financial support for credit unions constitutes unlawful state aid and takes the view that in some circumstances it may do so. Sheffield Credit Union was funded on the understanding that funding would be awarded to Sheffield Credit Union for a 33 month period under a tapered arrangement, subject to budget approval. An initial funding agreement for 21 months was agreed in June 2012. The recommendation in this report is to award a grant of £25,000 as the last 12 months of the tapered arrangement. In making the original award agreed in June 2012, officers in Legal Services were of the view that the grant to Sheffield Credit Union would not be unlawful. The funding agreement that covers this grant contains appropriate provisions in relation to this issue agreed with Legal Services.

## **7.0 Equality Implications**

- 7.1 Section 149(1), Equality Act 2010 (the 'public sector equality duty') places a statutory duty on the Council to 'have due regard' when exercising its functions to the need to:-
- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act;
  - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
  - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- 7.2 Section 149(3) goes on to provide that having due regard to the need to advance such equality of opportunity involves having due regard, in particular, to the need to:-
- (a) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;
  - (b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it; and
  - (c) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
- 7.3 For the purposes of Section 149 the relevant protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 7.4 Section 149(6) recognises that compliance with the Section 149 duties may involve treating some persons more favourably than others. However, this does not to permit conduct that would otherwise be prohibited by or under the Act.

- 7.5 Section 158 provides that if the Council reasonably thinks that:-
- (a) persons who share a protected characteristic suffer a disadvantage connected to the characteristic,
  - (b) persons who share a protected characteristic have needs that are different from the needs of persons who do not share it, or
  - (c) participation in an activity by persons who share a protected characteristic is disproportionately low,
- then the Act does not prohibit the Council from taking any action which is a proportionate means of achieving the aim of:-
- (i) enabling or encouraging persons who share the protected characteristic to overcome or minimise that disadvantage,
  - (ii) meeting those needs, or
  - (iii) enabling or encouraging persons who share the protected characteristic to participate in that activity.
- 7.6 In considering the application assessments the Grants Award Recommendation Panel was mindful of the equalities impact of the decisions they were making. The grant application form asked applicants to identify potential users with protected characteristics and describe how they ensure open and equal access to their services. In formulating their recommendations to Cabinet and deciding whether or not to recommend an award, the Panel took into account this information.
- 7.7 Some of the proposed grants are to groups serving members of ethnic minority communities where the activity or service to be funded will enable ethnic minorities to overcome a disadvantage connected to their ethnicity or will encourage participation in an activity where engagement by black and ethnic minority people is disproportionately low. Some of the proposed grants are to organisations that provide single gender services, where the needs of women in relation to men are different. The Director of Housing is satisfied that all these proposed grants fall within the ambit of the positive action provisions of Section 158, and would be not only in line with the public sector equality duty, but examples of the Council's active compliance with this duty.
- 7.8 An Equality Impact Assessment has been completed for this report and a copy of this document is attached as Appendix 4. The Voluntary Sector Grant Aid budget is specifically aimed at supporting the local voluntary sector and as such has a positive impact on the sector. However, the budget overall is continuing to reduce by comparison with previous years, which means that there is less funding available for investment in the sector through grant aid at a time when other funding sources are also reducing. Fewer grants are recommended and the value of some of the grants recommended is less than might be the case if the budget was larger. This inevitably has a negative impact on the sector.
- 7.9 Demand is managed by identifying a limited range of priorities for the funding. These priorities are chosen to align with current Council priorities and are aimed to ensure that groups with protected characteristics are not excluded. The 'Promoting Social and Financial Inclusion' theme was more specific than compared to previous years. Therefore, all applications under the this theme needed to demonstrate that they were providing city-wide support for our most vulnerable adults and contributed to the need for them to reduce access to

statutory services, such as social services or health services. Applications supporting the following groups of vulnerable people were prioritised, based on an analysis that these vulnerable groups did not receive significant funding from other council services -

- Households in financial need
- Homeless people
- Adults with limited mobility
- Ethnic minority women
- Refugees, asylum seekers and new arrivals
- Mental health service users
- Street drinkers
- Victims of sexual abuse

The impact of the tightened them has been reflected in the Equality Impact Assessment that accompanies this Report.

- 7.10 Applicants are asked to identify in their application how they address the particular needs of groups with protected characteristics. In deciding which awards to recommend to Cabinet the Grant Awards Recommendation Panel took into account the overall funding position of the applicant and the likely impact of the award including the impact on people with protected characteristics. Attention was paid to applicants that could demonstrate a positive approach to managing services within a reduced funding environment including collaborations and mergers and other management efficiency savings, thus ensuring front line services remain protected and deliver best value for the money available.
- 7.11 Despite a difficult financial climate this report is recommending a significant investment into the VCF sector, which is then targeted at Sheffield's most vulnerable people. However, the proposed reduction in the budget will inevitably impact on all vulnerable groups. Throughout the process, organisations working with vulnerable groups have been asked to provide evidence of efficiency savings they are making in running costs and management costs to minimise the effect on service delivery.
- 7.12 Despite the proposed reduced level of investment, positive impacts have been identified among the range of awards recommended for older people, black and ethnic minority people, women, the voluntary community faith sector, financial exclusion and cohesion in the city. (See Appendix 4)
- 7.13 A range of organisations working with a variety of vulnerable groups have identified potential negative impacts as a result of the reduction in funding. Some have identified ways they can mitigate impacts such as increasing other fundraising efforts, using reserves and joint working with other organisations. Some organisations have said that they may have to reduce staff hours, and consequently opening hours, to enable them to manage the reduced funding available and in some cases due to the need to prioritise funding towards core running costs. (See Appendix 4)
- 7.14 Organisations funded from this budget will be asked to provide information about the diversity of their beneficiaries in their monitoring returns. This information will be collated and reported in an annual report for each fund.



These reports will be published on the Council website and notice of their publication is circulated to all elected members.

## **8.0 Community Safety Implications**

- 8.1 Section 17 of the Crime and Disorder Act 1998 imposes a duty on the Council to exercise its functions with due regard to the likely effect on, and the need to do all that it reasonably can to prevent, crime and disorder (including anti-social and other behaviour adversely affecting the local environment), the misuse of drugs, alcohol and other substances and re-offending in its area.
- 8.2 Among the awards recommended in Appendix 1 are awards to six organisations that deliver services that have a positive impact on community safety. These are Ben's Centre for Vulnerable People that works with and provides a place of safety for street drinkers; Sheffield Rape and Sexual Abuse Centre and the Young Women's Housing Project that work with victims of sexual abuse including child sexual abuse; and VAS New Beginnings, City of Sanctuary and Pakistan Advice and Community Association that work to promote positive community relations between the host community and refugees and asylum seekers.
- 8.3 None of the proposed awards is considered likely to have a negative impact on community safety.

## **9.0 HR Implications**

- 9.1 Grant management including assessment, monitoring and reporting and the provision of advice and support to funded organisations will be undertaken within existing staff resources in 2014-15. There are no other additional Council human resource implications arising from the recommendations in this report.

## **10.0 Environmental Implications**

- 10.1 There are no specific environmental implications arising from this report.

## **11.0 Recommendations**

- 11.1 Cabinet is asked to approve that a full review of the current Voluntary Sector Grant Aid criteria and processes takes place between January and June 2014, which will form part of wider assessment of how the Council invests in the VCF Sector from 2015/16 onwards.
- 11.2 Cabinet is asked, having had due regard to the provisions of Sections 149 and 158 of the Equality Act 2010 and Section 17 of the Crime and Disorder Act 1998, and to the issues raised by those provisions, to approve the grant award recommendations listed in Section 4 of this report, and detailed further in Appendix 1.
- 11.3 Cabinet is asked to endorse the award process described in Appendix 2 and to approve the actions, arrangements and recommendations at Sections 4 and 11, and the following specific delegations:-

- (a) The Director of Housing is authorised:-
  - (i) to administer the Lunch Clubs Small Grants Fund as described in Appendix 1;
  - (ii) to agree the terms of and authorise the completion of all funding agreements relating to grants made from the Lunch Clubs Small Grants Fund and the Voluntary Sector Grants Fund, together with any other associated agreements or arrangements that they may consider appropriate, provided that if the terms of a proposed funding agreement involve the variation of any standard terms previously agreed by Internal Audit and / or Legal Services the agreement shall not be completed without the consent of the Chief Internal Auditor and the Director of Legal and Governance;
  - (iii) where (a) a change of circumstance affects the ability of an organisation to deliver the purpose of the grant awarded, (b) the Director considers the performance of the organisation to be below an acceptable standard or (c) an organisation has breached any of the award conditions contained in their funding agreement, to review, adjust or suspend grant awards;
- (b) The Director of Housing, in consultation with Cabinet Member for Communities and Inclusion, is authorised:-
  - (i) to allocate up to £15,000 to further support infrastructure services in the second 6 month period (1st October 2014 – 31st March 2015).
  - (iii) to agree the amounts, purposes and recipients of any individual grants awarded in year from the Grant Funds including any additional sums received or returned or unpaid funds
  - (iii) where (a) a change of circumstance affects the ability of an organisation to deliver the purpose of the grant awarded or (b) the Director considers the performance of the organisation to be below an acceptable standard or (c) an organisation has breached any of the award conditions contained in their funding agreement, to withdraw grant awards.

**Richard Webb**  
**Executive Director - Communities**

# APPENDIX 1

## Voluntary Sector Grant Aid Budget Proposed awards 1<sup>st</sup> April 2014 - 31<sup>st</sup> March 2015

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### Lunch Clubs Small Grants Fund

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The purpose of this fund is to promote the Council's strategy to support the independence, health and wellbeing of older people by making available a fund offering grants to lunch clubs. Evidence shows that an active and positive old age reduces the likelihood of reliance on statutory services. The majority of lunch clubs are self-help groups run by and for older people and provide a forum to socialise, share a meal and undertake group activities. Membership comprises mainly people aged over 70 and increasing numbers of people in their 80s and 90s including a few aged over 100. The clubs take self-referrals and referrals from relatives and health and social care professionals. In 2012-13 over 2,000 older people attended a lunch club and the clubs delivered over 78,000 hot meals.

Applications to the Lunch Clubs Fund are invited from clubs on a year on year basis in advance of each financial year. All awards are under £10,000 and decisions are delegated to the Director of Housing on the recommendation of a Grant Awards Recommendation Panel convened for the purpose. Authority is delegated to the Director of Housing to determine how the grants are calculated and to vary awards from this Fund during the year because of a change in a lunch club's circumstances and to make new awards from any unallocated spend within the budget to clubs setting up. A full report of the awards made from this Fund is produced after the end of each financial year. This is circulated to elected members and published on the Council's website.

#### Recommendations

To allocate a Lunch Clubs Fund of £147,000 (plus any additional sums which may be received by the Council specifically for this purpose) for the period 1st April 2014 to 31st March 2015.

To confirm the delegated powers to administer the Fund set out above.

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# Voluntary Sector Grants Fund

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## Theme 1: Tackling poverty and increasing social justice.

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### **Sheffield Citizens Advice and Law Centre**

Charitable limited company founded in 2013 from the merger of 12 independent advice centres. Managed by a committee of 15. Provides a citywide advice service including drop-in services at outlets across the city, an appointment and home visiting service and an advice assessment phone line operating Monday – Friday 9-5pm.

#### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £1,020,000 for the period 1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2015 as a contribution towards the provision of a citywide advice service in line with outputs, outcomes and budget to be specified in a funding agreement. The city-wide Advice Service provision for 2015/16 will be commissioned and procured.

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### **Sheffield Credit Union**

Industrial and provident society founded in October 2004 and based in privately rented premises on Commercial Street. Managed by a Committee of 10. Provides a citywide credit union and financial services.

#### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £25,000 for the period 1st April 2014 to 31st March 2015 as a contribution towards financial capability support alongside credit union financial services in line with outputs, outcomes and budget to be specified in a funding agreement.

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## Theme 2: Supporting the local voluntary sector to thrive and deliver

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### **Joint application from Creative Pathways, South Yorkshire Community Foundation (inc. South Yorkshire Funding Advice Bureau) and Voluntary Action Sheffield**

Infrastructure organisations in the city are continuing to work together to provide services for voluntary, community and faith sector organisations that are streamlined, accessible, customer efficient, value for money and affordable.

#### Recommendation

To make two awards for the twelve month period to South Yorkshire Community Foundation (inc. South Yorkshire Funding Advice Bureau) and Voluntary Action Sheffield as detailed below. To make one award for the first six month period to Creative Pathways as detailed below. To ring fence up to £15,000 from the Voluntary Sector Grants Fund to further support infrastructure services in the second six month period. To review progress of all partners awarded funding during the first six month

period and make awards in respect of the £15,000 ring fenced amount for the second six month period in line with Council priorities, value for money and performance against outputs, outcomes and any conditions set. A decision on the allocation of the £15,000 for the second six months will be made before the end of July 2014 using the specific delegations as detailed in section 4.7. Awards recommended are as follows:

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### **Voluntary Action Sheffield**

Charitable limited company founded in 1925 and based in its own premises at The Circle, Rockingham Lane. Managed by a committee of 10. Provides a range of infrastructure support services for voluntary, community and faith sector groups and organisations across the city, including payroll, accountancy, community development and volunteering opportunities. Also provides a training programme across a range of topics relevant to the voluntary sector. The Circle offers rented office space for organisations and meeting and training rooms for hire. VAS runs a Volunteer Centre that provides a brokerage service putting potential volunteers in touch with volunteering opportunities in the city and works with organisations to improve the quality of volunteer placements.

#### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £98,000 for the period 1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2015 as a contribution towards the provision of a volunteer centre; infrastructure support services including small group development; and the management of a bursary fund to enable priority groups to access services free at the point of delivery for Sheffield voluntary, community and faith sector organisations in line with outputs, outcomes and budget to be specified in a funding agreement

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### **South Yorkshire Community Foundation**

Charitable limited company founded in 1986 and based on Leeds Road, Attercliffe. Managed by a Committee of 16. In an arrangement with South Yorkshire Funding Advice Bureau (SYFAB) provides funding information, advice and training to front-line voluntary and community groups in Sheffield and across South Yorkshire which will complement existing fund raising and grant making.

#### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £42,000 for the period 1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2015 as a contribution towards a funding advice service for the Sheffield voluntary, community and faith sector in line with outputs, outcomes and budget to be specified in a funding agreement.

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### **Creative Pathways**

Charitable limited company founded in 2010 based in rented premises at Spartan House on Carlisle Street. Managed by a committee of 3. Provides infrastructure capacity building services to BME organisations and community development support for BME residents.

#### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £15,000 for the 6 month period 1<sup>st</sup> April 2014 to 30<sup>th</sup> September 2014 as a contribution towards the provision

of infrastructure support services including fundraising, financial management, governance and legal advice for Sheffield voluntary, community and faith sector organisations in line with outputs, outcomes and budget to be specified in a funding agreement.

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### **Voluntary Action Sheffield Lunch Club Development Project**

Provides a support and development service for the network of older people's lunch clubs across the city including around 60 clubs that receive Council funding.

#### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £49,630 for the period 1st April 2014 to 31st March 2015 as a contribution towards the development and support of older people's lunch clubs and activity groups in line with outputs, outcomes and budget to be specified in a funding agreement.

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### **Theme 3: Promoting social and financial inclusion**

**The proposed awards are listed alphabetically by name of organisation**

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#### **Ben`s Centre for Vulnerable People (Sheffield)**

Charitable limited company founded in 1996 and based in premises on Orange Street off West Street. Managed by a Committee of 6. Provides a service for street drinkers 4 days a week offering a safe accessible environment where users can get food, clean clothes and information and advice about access to other services. Also provides activities and support to enable users to develop skills and become rehabilitated into the community.

#### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £53,650 for the period 1st April 2014 to 31st March 2015 as a contribution towards work with vulnerable street drinkers in line with outputs, outcomes and budget to be specified in a funding agreement.

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#### **City of Sanctuary**

Charitable limited company founded in 2005 and based in Victoria Hall on Norfolk Street. Managed by a Committee of 7. Provides awareness raising and cross cultural activities with the help of refugee and asylum seeker volunteers to encourage a culture of welcome, hospitality and mutual understanding.

#### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £24,245 for the period 1st April 2014 to 31st March 2015 as a contribution towards work with refugees, asylum seekers and new arrivals in line with outputs, outcomes and budget to be specified in a funding agreement.

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### **Emmaus Sheffield**

Charitable limited company and affiliate member of Emmaus UK founded in 2000 and based in Sipelina Works on Cadman Street. Managed by a Committee of 10. Runs a self-supporting community for homeless people in Sheffield. The community offers a home, employment and a sense of belonging to residents, who refurbish and sell donated goods through an on-site shop and the internet.

#### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £23,000 for the period 1st April 2014 to 31st March 2015 as a contribution towards the community companions project for homeless people in line with outputs, outcomes and budget to be specified in a funding agreement.

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### **Heeley City Farm**

Charitable limited company founded in 1981 and based at Council owned site on Richards Road. Managed by a Committee of 6. Runs an urban farm with training and educational activities including vocational courses for unemployed adults, an environmental education service and specific programmes for volunteers, young people and adults with learning disabilities. Houses the South Yorkshire Energy Centre.

#### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £29,780 for the period 1st April 2014 to 31st March 2015 as a contribution towards work with vulnerable adults and developing life skills to reduce and manage household expenditure in line with outputs, outcomes and budget to be specified in a funding agreement.

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### **Mental Health Action Group**

Registered charity founded in 1992 and based in Council owned premises on Creswick Street. User-led organisation managed by a Committee of 12. Runs a drop-in centre offering group activities and support for people with severe mental health problems.

#### Recommendation

To award a grant from the Voluntary Sector Grants Fund of up to £10,500 for the period 1st April 2014 to 31st March 2015 as a contribution towards running a self help organisation for mental health service users in line with outputs, outcomes and budget to be specified in a funding agreement.

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### **Nomad Opening Doors**

Charitable limited company founded in 1989 and based at Council owned premises on Burngreave Road. Managed by a committee of 6. Provides tenancy support to prevent homelessness and enable vulnerable people to live more settled lives.

#### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £15,000 for the period 1st April 2014 to 31st March 2015 as a contribution towards tenancy support in

privately rented accommodation to homeless people in line with outputs, outcomes and budget to be specified in a funding agreement.

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### **Pakistan Advice and Community Association**

Registered charity founded in 1993 and based in privately rented accommodation on Pagehall Road. Managed by a Committee of 13. Provides citizenship classes and other cohesion activities.

#### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £35,000 for the period 1st April 2014 to 31st March 2015 as a contribution towards work to support community cohesion with a particular focus on new arrivals in line with outputs, outcomes and budget to be specified in a funding agreement.

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### **Roshni Asian Women`s Resource Centre**

Registered charity founded in 1992 and based in own shop front premises on London Road. Managed by a committee of 7. Provides a resource centre for Asian women across the city where women of all ages can access a varied programme of services and activities, including a mentoring service, information, advice and support sessions, advocacy, training, youth provision, cultural events and health and well-being activities.

#### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £51,295 for the period 1st April 2014 to 31st March 2015 as a contribution towards work to develop opportunities and support services for ethnic minority women in line with outputs, outcomes and budget to be specified in a funding agreement.

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### **Sheffield & District African Caribbean Community Association**

Charitable limited company founded in 1955 and based in Council owned premises on the Wicker. Managed by a Committee of 12. Provides a base for activities to benefit the African-Caribbean community citywide.

#### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £20,200 for the period 1<sup>st</sup> July 2012 to 31<sup>st</sup> March 2013 as a contribution towards services to the African Caribbean community in line with outputs, outcomes and budget to be specified in a funding agreement.

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### **Sheffield Association for the Voluntary Teaching of English**

Charitable limited company founded in 1999 and based at the Circle building on Rockingham Lane. Managed by a Committee of 6. Recruits and trains volunteers to teach English as a second language. Provides individual tuition for people unable to access mainstream provision and supports learners to progress from one-to-one tuition to group based learning.



### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £42,675 for the period 1st April 2014 to 31st March 2015 as a contribution towards the delivery of one-to-one and group based pre-ESOL language tuition to vulnerable adults unable to access mainstream provision in line with outputs, outcomes and budget to be specified in a funding agreement.

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### **Sheffield Chinese Community Centre**

Registered charity founded in 1995 and based in own shop front premises on London Road. Managed by a Committee of 7. Provides a point for access to services and a focus for social, cultural and educational activities for the Sheffield Chinese community. Runs projects concentrating on health and emotional wellbeing. Also houses an outreach advice service from Sheffield Citizens Advice and Law Centre and a legal information service for the Chinese and Vietnamese community.

### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £27,000 for the period 1st April 2014 to 31st March 2015 as a contribution towards the delivery of services to the Chinese community in line with outputs, outcomes and budget to be specified in a funding agreement.

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### **Sheffield Community Transport**

Industrial and provident society founded in 1988 and based in privately rented premises in Montgomery Terrace Road. Managed by a Committee of 6. Runs a Community Car Scheme that uses volunteer drivers to transport disabled people.

### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £20,400 for the period 1st April 2014 to 31st March 2015 as a contribution towards the delivery of a volunteer car transport scheme in line with outputs, outcomes and budget to be specified in a funding agreement.

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### **Sheffield Rape & Sexual Abuse Centre**

Registered charity founded in 1980 and based in own premises. Managed by a Committee of 6. Provides a citywide counselling service for self-referred women who have experienced sexual abuse.

### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £56,900 for the period 1st April 2014 to 31st March 2015 as a contribution towards counselling services for female victims of sexual abuse in line with outputs, outcomes and budget to be specified in a funding agreement.

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### **Shopmobility Sheffield**

Charitable limited company based at Westhill Lane Municipal Car Park off West Street. Managed by a Committee of 12. Runs a scooter and wheelchair loan scheme.

### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £14,000 for the period 1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2015 as a contribution towards the provision of a city centre scooter and wheelchair loan scheme in line with outputs, outcomes and budget to be specified in a funding agreement.

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### **St Vincent de Paul Furniture Store**

Local branch of international charity founded in 1986 located in diocese owned premises on Queens Road. Managed by a Committee of 10. Provides free furniture to families in need across the city. Referrals are accepted from registered statutory and voluntary sector organisations, including the Council, advice centres and NHS.

### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £66,000 for the period 1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2015 as a contribution towards the delivery of a furniture recycling service for people in need in line with outputs, outcomes and budget to be specified in a funding agreement.

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### **St Wilfrid's Centre**

Registered charity administered by the Diocese of Hallam Trust and based in its own premises on Queen's Road. Managed by a committee of 11. Provides welfare support and a wide range of activities for homeless and vulnerable people the majority of whom have mental health problems.

### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £48,275 for the period 1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2015 as a contribution towards welfare and development support for people with mental health problems in line with outputs, outcomes and budget to be specified in a funding agreement.

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### **Voluntary Action Sheffield (New Beginnings)**

Charitable limited company founded in 1925 and based in its own premises at The Circle, Rockingham Lane. Managed by a committee of 10. Provides a range of infrastructure support services for voluntary, community and faith sector groups and organisations across the city. New Beginnings is a project developed by the VAS Volunteer Centre to assist the integration of refugees and support them to contribute to the life of the city by engaging in volunteering opportunities with local community organisations.

### Recommendation

To award a grant from the Voluntary Sector Grants Fund of £17,400 for the period 1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2015 as a contribution towards the delivery of a volunteer programme for refugees, asylum seekers and new arrivals in line with outputs, outcomes and budget to be specified in a funding agreement.

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### **Young Women's Housing Project**

Charitable limited company founded in 1983 and based in Council owned premises. Managed by a Committee of 6. Offers safe accommodation and support to 16-25

year old women survivors of sexual abuse or violence. Provides a support service including life skills training to enable residents to move towards independent living. Offers outreach and continuing support to former residents.

Recommendation

To award a grant from the Voluntary Sector Grants Fund of £28,000 for the period 1st April 2014 to 31st March 2015 as a contribution towards therapeutic support for young women victims of sexual abuse in line with outputs, outcomes and budget to be specified in a funding agreement.

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## Appendix 2 - Voluntary Sector Grants Fund Assessment Process

1. Councillors agree likely budget and funding priorities with reference to Council strategies and strategic outcomes in the Corporate Plan – ref: Revenue Grant Funding for the Voluntary and Community Sector 2012 onwards report to Cabinet 28<sup>th</sup> September 2011, Section 5 paras 5.1 – 5.6.4. These associated criteria were formulated in September 2011 following consultation with the local voluntary and community sector and updated in July 2013 by the Head of Locality Management in consultation with the Cabinet member for Communities and Inclusion to reflect current strategy and budget constraints.
2. The bidding round for the Fund for 2014-15 was advertised in September 2013 on the Council website with links to eligibility criteria, types of group and activity excluded, themes and priorities. It was also promoted widely through various VCF networks. The closing date was 16<sup>th</sup> October 2013. Funding was advertised under two themes that reflect aspects of the current priorities of the Council: *Promoting social and financial inclusion* and *Supporting the local voluntary sector to thrive and deliver*. It was decided not to advertise a third theme *Tackling poverty and increasing social justice*, as this was focused (primarily) on Advice Services, and work was ongoing to support the independent advice centres to merge into one organisation (Sheffield Citizens Advice and Law Centre).
3. Applicants submit by email a Self-Assessment Checklist / Application Form request which is available as a downloadable document on the website. It is a check on basic criteria such as legal status (registered charity etc.), geographic area of operation and asks for a brief description of work to be funded and how it contributes to a theme or priority. The Head of Locality Management and Director of Policy, Communications and Research were informed of any applications that did not meet the standard criteria and the reasons for this.
4. Organisations that pass the self-assessment stage are sent by email a full application form, where they describe the project they want funding, how they will monitor effectiveness etc. and provide a budget for the amount they are requesting and other in year costs. They must also provide accounts and other information to demonstrate effective organisational and financial management.
5. Officers make recommendations about whether or not to fund having assessed applications against pre-set assessment criteria. These were originally developed by the Director of Policy, Partnership and Research in consultation with the voluntary sector in September 2011 and were advertised as part of the application process.
  - **The funding proposal is sound and contributes towards a priority outcome/theme** - looks at evidence of need, who beneficiaries are, service delivery plan, outcomes for beneficiaries, appropriateness and reasonableness of eligible costs, smartness of outputs and outcomes that fit with the theme/priority applied under, awareness of user diversity and evidence that issues of access and equal treatment are taken into account, customer focus, involvement in relevant networks and inter-referral as appropriate. Applications to social inclusion theme must demonstrate how their services contribute to reducing dependence by beneficiaries, on statutory services.
  - **The organisation can deliver the funding proposal well and achieve the intended beneficiary outcomes** – looks at track record, organisation's

mechanisms to check and record outputs and outcomes for beneficiaries, quality assurance, organisational management and structures for managing staff and volunteers, if premises are secured for the duration of the grant period, size of management committee, if safeguarding, health and safety and equal opportunities policies are in place.

- **The organisation is financially robust** – looks for evidence of financial understanding and good financial management and overall financial health of the organisation taking into account current net assets, reserves, other funding secured, importance of other funding to the proposal and any potential financial risk to the council.
  - **Value for money and added value to the Council's investment** - cost effectiveness of ratio of service delivery costs to management and overheads costs and of overall costs to numbers of beneficiaries; commitment to efficiency savings to improve value for money; the purpose of any other Council funding and the importance of the organisation and service funded by the VSGF to other Council services. Volunteer dividend is also considered as it is an expectation that projects provide a quality volunteering experience that adds value both to the projects ability to deliver (additional capacity or dimension) and as a training opportunity for individual volunteers.
6. Where recommendation is to fund, officers make a further recommendation on the amount to be awarded having regard to items in the budget proposal, whether the budget is balanced or shows a shortfall, proposals for covering shortfall, effect of an award for less than requested.
  7. Officer recommendations are considered by the Grant Awards Recommendation Panel, made up of Head of Locality Management and Cabinet Member for Communities and Inclusion and advisers (Cllrs Mazher Iqbal, Karen McGowan and Geoff Smith). The Panel met in November and December to formulate the recommendations to Cabinet (listed in Appendix 1). In formulating its recommendations the Panel took into account all relevant considerations including the equalities impact of the applications and statutory Best Value Guidance. It was guided heavily by the assessments and the quality of the applications. The background papers for each application to the Voluntary Sector Grants Fund are available for consultation by Cabinet members (contact Martin Hughes, Locality Team Manager).
  8. Grant Awards Recommendation Panel recommendations are presented and agreed by Cabinet on 19<sup>th</sup> February 2014. Cabinet report refers to powers delegated to the Director to make decisions to award, withdraw or suspend grants in year in consultation with the cabinet member.
  9. Recipients are notified of their awards. A funding agreement is negotiated which states the amount of grant and agrees the budget, outputs and outcomes, based on their application, adding any other conditions that the Panel agreed. The funding agreement (template signed off by Legal Services) is signed by Director and Management Committee of organisation.
  10. A report of the impact of these awards will be prepared after the end of the financial year 2015 and published on the Council website.

### **Appendix 3 - Eligibility criteria for Voluntary Sector Grants Fund**

The eligibility criteria -

- Organisations must be a registered charity, limited company with charitable status or an industrial and provident society.
- Projects must be delivering services and activities for people who live and work in the city
- Projects must demonstrate they deliver a service citywide rather than focussed on a geographical area
- Must have a turnover in excess of £10,000.
- Minimum amount that can be applied for was £7,500

The exclusions -

- New projects
- Organisations that are not a registered charity, a limited company with charitable status or an industrial and provident society or who are not in full compliance with the document filing requirements of the Charity Commission or Companies House.
- Organisations or activities not based in Sheffield.
- Organisations that are not accountable at a local level within Sheffield to users, stakeholders or residents.
- Activities or services restricted to a particular geographical area of the city rather than offered on a city wide basis or as part of a citywide offer.
- New projects unless the application is pump priming for a new project by an established organisation with a proven track record of service delivery and the project will be self-sustaining within 12 months.
- Other City Council departments.
- Public bodies such as Parish or Town Councils, hospitals or health bodies.
- Educational establishments including schools, universities and colleges.
- Housing associations.
- Businesses other than not for profit enterprises with charitable status.
- Consultants.
- Arts organisations.
- Animal charities.
- Organisations whose core function is to provide training.
- Economic development and employment training activities.
- Activities for children and young people.
- Activities aimed at promoting religious or political beliefs.
- Activities that are a statutory obligation or replace statutory funding.
- Applications to support activity already being delivered by another organisation unless there is a clear need for additional capacity.
- Capital or equipment costs including works or repairs to buildings, community minibuses, etc.
- Festivals and one off events.
- Organisations whose annual turnover is under £10,000.
- Costs already covered by another funder or income stream.
- Costs that appear to be unreasonably high.
- Costs which have already been incurred.
- Loans, debts or endowments.
- Applicants with current unrestricted reserves equal to or more than 12 months running costs.
- Applications for less than £7,500

## Appendix 4 - Sheffield City Council Equality Impact Assessment



**Name of policy/proposal:** Voluntary Sector Grant Aid Budget 2014-15

**Status of policy/proposal:** New **Portfolio:** Communities

**Name of person(s) writing EIA:** Martin Hughes

**Date:** January 2014

**Service:** Community Services    **Q Tier Ref**

**EIA Reference number:**

### **Briefly outline the aims of the policy/ proposal and outcomes you want to achieve?**

To agree the awards from the Voluntary Sector Grant Aid Budget 2014-15. The budget has reduced from the amount available in 2013-14 by £543,050. £145,000 of this reduction is a permanent cash limit adjustment to Sheffield Domestic Abuse Service; £46,000 of this reduction is a permanent cash limit adjustment to Councillors Discretionary ward budgets; after these deductions there has been a further 15% cut. This 15% cut is not equally apportioned across all the organisations to be funded. It is proposed that some organisations will receive a cut of less than 15% (in comparison to what they received in 2013/14), and some will receive a cut of more than 15%. These recommendations are based upon a case by case analysis of the evidence supplied in the applications against the fund criteria and the impact on communities of identity.

It should be noted that the decision to continue to provide Grant Aid and invest in the VCF Sector, despite the Council's difficult financial situation, will have a largely positive impact on local people with characteristics covered by equalities legislation. The current priorities positively promote the needs of older people, people with disability, ethnic minority women, refugees, asylum seekers and new arrivals. Funding allocated to VCF infrastructure will enable support and advice to be provided to organisations across the sector in relation to identifying efficiencies, income generation and securing other sources of funding.

Priorities for VSGF 2014-15 funding were tightened up to reflect current strategy and budget constraints. The impact of this was that 4 organisations currently funded through the VSGF were unable to apply as they did not have a fit with the revised priorities.

The VSGF is a 2 stage application process. 42 organisations completed a stage 1 eligibility and application request form (see Appendix 2 for more information on this). Of these, 29 were passed through to stage 2 and were sent a full application form to complete. 26 organisations went on to complete and return an application form. Of the 26 organisations to submit a full application form, 4 have been informed that they have not been recommended for funding, 1 of which is currently in receipt of VSGF funding. In preparing the EIA, we have considered the impacts on the following organisations:

- Those currently funded, not able to apply at stage 1
- Those currently funded but not recommended for funding in 2014-15 at stage 2
- Those currently funded and recommended for funding in 2014-15 as detailed in Appendix 1. Note: this includes funding recommended to Sheffield Citizens Advice and Law Centre and Sheffield Credit Union who were not required to make an application to the VSGF fund, and older people's lunch clubs currently funded through the Lunch Clubs Small Grants Fund

For those that applied at stage 2 (a full application), impacts were considered as part of the officer assessment.

**Is the service a specialist provision to a group covered under the Equality Act 2010 such as a women’s, BME, disability or LGBT specific service? No**

<b>Consultation</b>	Yes / ongoing	Please note the consultation you have undertaken or will undertake with those impacted by the proposal such as local groups and others such as surveys, face to face meetings etc and explain the results below	
<p>VSGF funding            Consultation has been undertaken with organisations that are currently funded and either (1) have not been recommended for funding or (2) have been recommended for funding. In both cases, organisations were given the opportunity to tell us the impact of these recommendations and how the proposed award will impact on service users. We asked them to tell us how it will impact on their service and staffing arrangements, but specifically how it will impact on the number of service users they will be able to work with, and if this is less than this current year, if any protected group will be affected more than people in general. Where organisations have been able to provide evidence to support this information, this has been factored into the EIA. This is in addition to a desktop analysis of the potential impacts of the recommendations which is carried out by officers as part of the assessment process.</p> <p>Lunch Club Small Grant Fund – Ongoing consultation            All older people’s lunch clubs that currently receive funding have been invited to apply for a grant for 2014-15. All have been informed that the Grant Aid budget has been reduced and that individual club circumstances will be taken into account when grant awards are made. Lunch Clubs have been asked as part of the application process to tell us about how they think their lunch club might be affected if the current level of lunch club funding is reduced.</p> <p>The Sheffield Budget Conversation – 15<sup>th</sup> January 2014            The proposed reduction in Grant Aid was included as part of the Council’s wider discussion with partners and residents at the Sheffield Budget Conversation on 15<sup>th</sup> January 2014. The Tackling Poverty and Increasing Social Justice workshop provided residents and representatives from the VCF sector to comment on these proposed overall investment in 2014/15 and the potential impact of the proposed 15% reduction. All comments were noted and, where relevant, included in this EIA.</p>			
<p><b>What’s the Impact?</b> – Detail the evidence you have used below, consider demographics, census, JSNA, complaints, customer information, national or local reports, feedback or consultations and include separate sheets if required)</p>			
<p>Evidence has been gathered by way of:            (1) Desktop analysis of impacts for those organisations currently funded, not able to apply at stage 1            (2) Officer assessments and conversations with all applicants through to stage 2</p> <p>In carrying out (1) and (2) above we have referred to a range of information including monitoring information from 38 organisations (16 advice organisations and 22 others) funded in 2012-13, Census and other associated data on the profile of the population of Sheffield.</p>			
<b>Areas of impact</b>	<b>Impact</b>	<b>Impact level</b>	<b>Explanation of impact- what does the data tell you?</b>
<b>Workforce</b>	N/A	N/A	Include reductions required and impact on staff diversity etc
<p>There are no impacts on the workforce.</p>			
<b>Action</b>	N/A		



Generic	Positive	Medium	Relates to all or most groups
<p>Positive impacts have been identified for –</p> <ul style="list-style-type: none"> <li>• Older People</li> <li>• BME People</li> <li>• Women</li> <li>• VCF Sector</li> <li>• Financial Exclusion</li> <li>• Cohesion</li> </ul> <p>Some negative impacts have been identified arising from the grants recommended in relation to disabled people and mitigations put in place.</p> <p>In making their applications, organisations are asked to provide evidence of how they address issues of diversity and equality. This information is taken into account when assessing the applications and the subsequent recommendations. Attention is also paid to the likely or reported impact of reduced funding on vulnerable groups.</p> <p>The reduction in the Voluntary Sector Grant Aid Budget will mean fewer grants to organisations in comparison to 2013/14, and the amounts awarded to organisations are lower than the amounts requested or awarded in previous years. This will impact on the number of service beneficiaries provided for by the VCF organisations, which include vulnerable people. The nature of the Grant Aid budget is such that services to vulnerable people are an inherent part of this funding and consequently the reduction in the budget will impact on all vulnerable groups. However, when making their applications, organisations working with vulnerable groups are asked to provide evidence of efficiency savings they are making in running costs and management costs to minimise the effect on service delivery. This information is taken into account when assessing the applications and the subsequent recommendations.</p> <p>A range of organisations have identified potential negative impacts as a result of the reduction in funding. Some have also identified ways they can mitigate impacts such as increasing other fundraising efforts, using reserves and joint working with other organisations. Some organisations have said that they may have to reduce staff hours, and consequently opening hours to enable them to manage the reduced funding available and in some cases due to the need to prioritise funding towards core running costs.</p> <p>There are 4 organisations currently in receipt of VSGF funding that have been unable to apply in 2014-15 due to changes in the funding priorities. These organisations were made aware of the changes to the priorities when the fund was advertised in September 2013. We have undertaken a desktop analysis of the impact of no funding to these organisations. 3 of these provide services to children, 2 of which are now being supported to make better use of existing support arrangements through the MAST teams. The other also provides services to BME individuals and is looking at alternative sources of income which could include increasing parental contributions in order to be able to continue to deliver the same level of service. The 4<sup>th</sup> organisation supports and develops a network of groups across different ethnic minority communities within the city. Although the individual services provided by these groups need not be affected directly by the loss of funding to this organisation, there will potentially be a negative impact in terms of the level of organisational support, depending on the success of alternative fundraising efforts. A source of funding to these individual groups will no longer be available as the small grants fund comes to an end alongside funding to the organisation managing it.</p>			
<p><b>Action Minor</b></p>	<p>Organisations funded from this budget will be asked to provide information about the equality impact of the grant awarded in their monitoring returns. Monitoring information will be collected after the end of the award period (31<sup>st</sup> March 2015). This will be reviewed for each award in the light of outcomes and outputs identified in the individual Funding Agreements.</p> <p>The information will be collated across the organisations funded and reported in an annual report that will be published on the Council website and circulated to Elected Members.</p>		

Age	Positive	Medium	Be clear if your service relates to specific age groups, particularly younger or older people
<p>Sheffield has a higher proportion of its population aged 65 years or over (16.7% or 85,700 people) than the other English Core Cities. The proportion of Sheffield's population aged over 65 is also projected to increase, with the largest increases in the number of people aged over 85.</p> <p>Based on evidence collected from 38 organisations awarded a grant from the Voluntary Sector Grant Fund in 2012-13 delivering a similar wide range of different services 13% of beneficiaries were aged over 60, and 4% of individuals were aged under 20. <i>(Note: The Voluntary Sector Grants Fund is targeted at adult provision and projects providing activities for children and young people are excluded from applying to the fund. The Lunch club fund is also targeted at provision for adults 60 and over).</i></p> <p>The report includes a recommendation to continue to provide a Lunch Clubs Small Grants Fund, which will support around 60 different lunch clubs across the city. The clubs are self-help groups run by and for older people. Between 2,000 and 2,500 older people will benefit from attending a lunch club during the year. This includes numbers of older people aged in their 80's and 90's for whom attendance is sometimes their only regular outing. It is anticipated that half the membership will be aged 80 and over. Clubs take self-referrals and referrals from relatives and social and health care workers who refer older people recovering from illness, bereavement or are socially isolated. In addition there is also a recommendation to provide a grant for development support for lunch clubs. This will help them expand their activities and ensure that they are able to manage challenges such as succession planning, financial management and volunteer recruitment.</p> <p>The report includes a recommendation to fund 1 grant that will support therapeutic work for young women who have experienced sexual abuse. This organisation has been recommended for a grant at no reduction on the current year, although it is noted that the organisation has reported that they are subject to cuts in other funding. They have said that although there may be an impact on the range of activities they are able to provide (Grant Aid funding is a contribution towards the work), they will endeavour to maintain the quality of the work and the number of beneficiaries. It is therefore not anticipated that there will be any negative impacts on the service being delivered.</p> <p>The report also includes a recommendation to fund 2 grants to organisations that run schemes for disabled people with mobility problems, a large majority of whom are older people. Both of these organisations have identified potential negative impacts in having reduced funding but have also identified some ways in which they can mitigate these impacts. As these services have more direct impact on disabled people, these are explored further under the disability section.</p> <p><u>Organisations currently funded, not able to apply at stage 1</u></p> <p>The services of 3 organisations have a direct link to this protected characteristic. These organisations are all looking at ways to mitigate the negative impact of the loss of funding due to not being able to apply at stage 1 (as referred to in the generic section above).</p>			
<p><b>Action Minor</b></p>	<p>Due to the reduction in the Lunch Clubs Small Grants Fund budget, a waiting list for any new clubs that wish to apply for funding in year may be necessary. This would mean that any new clubs applying in year will have to go on a waiting list until funding becomes available.</p> <p>All organisations awarded a grant will be asked to collect diversity monitoring for their users, staff and management committee and report this in their grant monitoring returns. This information will be collated and reported annually on the Council website and used to evaluate the effectiveness of the grants in reaching people of different ages.</p>		

Disability	Neutral	Medium	Be clear if your service relates to a specific impairment
<p>In Sheffield around 20% of the population have a long term limiting illness and as at 2011 5.9% of the city population claimed Disability Living Allowance.</p> <p>Based on evidence collected from 38 organisations awarded a grant from the Voluntary Sector Grant Fund in 2012-13 delivering a similar wide range of different services, 30% of beneficiaries reported a disability or long term health problem. This shows that the grants awarded under the Voluntary Sector Grants Fund are supporting a higher proportion of disabled people than the city % figure. This is to be expected due to the targeting of the funding.</p> <p>Among the grants recommended are –</p> <ul style="list-style-type: none"> <li>• 2 grants to organisations working with people with mental health problems One of these organisations reports that they will have to reduce staff hours to enable them to manage the reduction in funding. The impact of this is that there will be a slight reduction in the number of activity sessions available each week (one less session per week out of around 30 sessions per week running at the moment). Although they would hope that the overall number of beneficiaries could be maintained there is a risk that numbers may reduce slightly. The other organisation will face additional pressure to fundraise from alternative sources and reduce expenditure and may ultimately need to consider reducing opening times.</li> <li>• 2 grants to organisations that run schemes for disabled people with mobility difficulties. Both of these organisations report that the reduction in funding will have a potential negative impact on the service they are delivering. For one, this may mean a reduction in the amount of staff time that can be spent on volunteer recruitment which in turn is likely to affect the number of volunteers involved in delivering the service and therefore the number of trips they are able to provide. The organisation is receptive to looking at maximising existing networks of support to help to recruit volunteers and mitigate this impact. The other organisation reports that they will not reduce staff time but that there is likely to be a reduction in service opening times and an increase in charges, both of which will disproportionately affect disabled people, who already have to pay to hire mobility aids to do what non-disabled people can do for free. The reduction will also hinder the development of the service which may impact on its long term stability.</li> </ul>			
<p><b>Action Minor</b></p>	<p>Reduced outputs may need to be considered when agreeing the funding agreements for the organisations referred to above to reflect reductions in funding.</p> <p>Some support to be provided to help the organisations where required to use existing networks of support in relation to volunteer recruitment and to strengthen their capacity through support around financial management and business strategy.</p> <p>All organisations awarded a grant will be asked to collect diversity monitoring for their users, staff and management committee and report this in their grant monitoring returns. This information will be collated and reported annually on the Council website and used to evaluate the effectiveness of the grants in reaching local disabled people.</p>		

<b>Pregnancy/ maternity</b>	Neutral	Neutral	Be clear if this impacts on these areas
None of the recommended grants will go to organisations that have identified pregnant women as their target beneficiaries, although pregnant women are likely to make use of the services provided.			
<b>Action</b>	None		
<b>Race</b>	Positive	Medium	Be clear if your service relates to specific BME communities
<p>Sheffield is a diverse city with around 19% of its population from black or minority ethnic groups.</p> <p>Based on evidence collected from 38 organisations awarded a grant from the Voluntary Sector Grant Fund in 2012-13 delivering a similar wide range of different services 47% of beneficiaries were of BME origin. This shows that the grants awarded under the Voluntary Sector Grants Fund are supporting a higher proportion of BME people than the city % figure. This is to be expected due to the targeting of the funding.</p> <p>Among the grants recommended are –</p> <ul style="list-style-type: none"> <li>• 2 grants to organisations that run schemes for ethnic minority women.</li> </ul> <p>One of these organisations will endeavour to fund raise to cover the shortfall of the reduced funding, otherwise they will use reserves to plug the gap, therefore no negative impact is anticipated. The other organisation will also endeavour to fund raise to plug the shortfall. If they are not able to do this, there is likely to be an impact on staff hours as core running costs will have to be prioritised. The knock on impact of this would be a reduction in the development work that they are undertaking to support more women to take up volunteering opportunities. This would result in fewer women (likely to be those with higher support needs) accessing volunteering opportunities within the organisation. This should not have a negative impact on service beneficiaries.</p> <ul style="list-style-type: none"> <li>• 3 grants to organisations working with refugees, asylum seekers and new arrivals</li> </ul> <p>Two of these organisations are currently in receipt of VSGF funding. The funding being recommended for both of these organisations is the same as the amount requested. No negative impacts are therefore anticipated.</p> <ul style="list-style-type: none"> <li>• 3 grants to organisations working with specific BME communities.</li> </ul> <p>Two of these organisations are being recommended for reduced funding compared to 2013-14. Both have identified a potential reduction in service: for one, if fundraising is unsuccessful and staff hours have to be reduced, there will be a knock on effect on hours of operation although in mitigation, a change to operating arrangements need not affect some aspects of service availability. A reduction in worker availability however may adversely affect work with outside organisations that enables statutory services to fulfil their equality duty and improves services to the community in question. The other organisation believes the reduction in grant will make it impossible for them to provide any services to their community as it will affect the viability of the premises they currently occupy. In mitigation however, they also occupy and run a service to older people from other premises which could also be used to offer services to other sections of their community, at greater value for money.</p> <p><u>Organisations currently funded, not recommended for funding</u></p> <p>One organisation providing services to BME clients has not been recommended for funding. They report that they will be able to run fewer activities and therefore will work with fewer beneficiaries overall. They will also lose capacity to develop their service. However, they will mitigate this by trying to attract alternative funding and charge for more of their services.</p> <p><u>Organisations currently funded, not able to apply at stage 1</u></p> <p>The services of 2 organisations have a direct link to this protected characteristic. These organisations are looking at ways to mitigate the negative impact of the loss of funding due to not being able to apply at stage 1 (as referred to in the generic section above).</p>			

<b>Action Minor</b>	All organisations awarded a grant will be asked to collect diversity monitoring for their users, staff and management committee and report this in their grant monitoring returns. This information will be collated and reported annually on the Council website and used to evaluate the effectiveness of the grants in reaching local BME people.		
<b>Religion/ belief</b>	Neutral	Neutral	Note: This also covers all faith groups and those with no belief
Support to faith based organisations will be provided via the grants recommended within the 'Supporting the Voluntary Sector to thrive and deliver'. During 2013-14 infrastructure organisations in receipt of grants from the Voluntary Sector Grant Fund have worked together to develop a new model of infrastructure support for groups and organisations in Sheffield and to ensure that the needs of faith groups are accommodated appropriately within this model.			
<b>Action Minor</b>	All organisations awarded a grant will be encouraged to include questions about faith/religion/belief in their diversity monitoring for their users, staff and management committee and report this in their grant monitoring returns. This information will be collated and reported annually on the Council website and used to evaluate the effectiveness of the grants in reaching local people of different faiths.		
<b>Sex</b>	Positive	Medium	Note: this includes women and men
<p>Based on evidence collected from 38 organisations awarded a grant from the Voluntary Sector Grant Fund in 2012-13 delivering a wide range of different services, 46% of beneficiaries were men and 52% were women.</p> <p>Among the grants recommended are –</p> <ul style="list-style-type: none"> <li>• 2 grants to organisations that run schemes for ethnic minority women.</li> </ul> <p>The impacts of reduced funding to these two organisations has already been considered under BME.</p> <ul style="list-style-type: none"> <li>• 2 grants that will support work with women who have experienced sexual abuse.</li> </ul> <p>Funding to these organisations has not been reduced and therefore it is not anticipated that there will be any negative impact on service users.</p> <p>In making these recommendations to Cabinet the Grants Award Recommendation Panel has taken notice of the Equality Act 2010, which makes it unlawful for the Council, when exercising a function, to do any act which constitutes discrimination or harassment within the meaning of the Act. The Grant Recommendation Panel is satisfied that grants to be awarded to single gender services fall within the exemption provisions of the legislation which permit this.</p>			
<b>Action Minor</b>	All organisations awarded a grant will be asked to collect diversity monitoring for their users, staff and management committee and report this in their grant monitoring returns. This information will be collated and reported annually on the Council website and used to evaluate the effectiveness of the grants in reaching local men and women.		
<b>Sexual orientation</b>	Neutral	Neutral	For example lesbian, gay or bisexual groups
None of the recommended grants will go to organisations that have identified LGB people as their target beneficiaries, although LGB people are likely to make use of the services provided.			
<b>Action Minor</b>	All organisations awarded a grant will be encouraged to include questions about sexuality in their diversity monitoring for their users, staff and management committee and report this in their grant monitoring returns. This will be included in discussions with individual organisations when drafting the Funding Agreement prior to the payment of		

	the award. This information will be collated and reported annually on the Council website and used to evaluate the effectiveness of the grants in reaching local LGB people. The Council also endeavours to support LGB people through a range of other initiatives.		
<b>Trans</b>	Neutral	Neutral	Note: transgender both men and women
None of the recommended grants will go to organisations that have identified Transgender people as their target beneficiaries.			
<b>Action Minor</b>	All organisations awarded a grant will be encouraged to include questions about gender in their diversity monitoring for their users, staff and management committee and report this in their grant monitoring returns. This will be included in discussions with individual organisations when drafting the Funding Agreement prior to the payment of the award. Where appropriate, organisations will be advised to monitor in line with relevant legislation. This information will be collated and reported annually on the Council website and used to evaluate the effectiveness of the grants in reaching local Transgender people.		
<b>Carers</b>	Neutral	Neutral	Note: this refers to those who provide regular and substantial unpaid care to a disabled adult or child.
Services to carers were not a priority for this funding. None of the organisations recommended to receive a grant have identified carers as their target beneficiaries, although carers are likely to make use of some of the services that will be provided.			
<b>Action</b>	None		
<b>Voluntary, community faith sector</b>	Positive	High	For example: impact on VCF organisations e.g. access to match funding, viability, hours of opening, staffing levels, referrals etc
<p>All the grants recommended are to local Voluntary, Community and Faith Sector organisations. The availability of Voluntary Sector Grant Aid is an important and positive boost to the sector. However, the budget for 2014/15 will be 15% less (approximately £400,000) than was available in 2013/14. This has resulted in a reduction in 3 fewer grants recommended under the 'Social and financial inclusion theme' and 2 fewer grants recommended under the 'Supporting the local voluntary sector to thrive and deliver theme'. One grant is recommended to support advice services due to the merger of 12 independent Advice Centres to establish the Sheffield Citizens Advice and Law Centre (SCA). The amounts recommended to organisations are also lower than in previous years.</p> <p>The grants recommended will contribute towards core costs, supporting jobs and volunteering opportunities in the local VCF Sector. 4 grants will contribute to strengthening the infrastructure of the local VCF Sector. The recommendations include £20,000 for a voucher scheme - an increase of 7.5% from 2013-14. This will have a positive impact on the VCF, with up to 50 groups benefiting from being awarded a voucher to purchase the specific support services they need. Organisations which represent / serve disadvantaged communities: BME, disability/health, carers, young people, LBGT and those that are user led / no paid staff will be prioritised.</p>			
<b>Action Minor</b>	<p>All organisations awarded a grant will be asked to collect diversity monitoring for their users, staff and management committee and report this in their grant monitoring returns. This information will be collated and reported annually on the Council website.</p> <p>Organisations awarded a grant to deliver infrastructure support services will be asked to collect diversity monitoring information about the VCF groups they are supporting. This information will be collated and reported annually on the Council website.</p>		

<b>Financial exclusion</b>	Positive	High	Note the impact poverty and on those who are financially excluded
<p>20 of the grants recommended will contribute toward outcomes related to tackling poverty, promoting social justice and financial inclusion.</p> <p>The grant to the newly established Sheffield Citizens Advice and Law Centre will improve the advice offer in the city by</p> <ul style="list-style-type: none"> <li>• Establishing a high quality, comprehensive advice service for Sheffield</li> <li>• Ensure that face to face advice is available to anyone who needs it, recognising that advice is concentrated in certain areas of the city</li> <li>• Ensure that advice is available through a range of channels (including on-line self-help, telephone and face to face) and that the new service encourages people to become less reliant on intensive casework</li> <li>• Ensure that the advice needs of a range of vulnerable groups are met</li> </ul> <p>The grant to Sheffield Citizens Advice and Law Centre is less than the cumulative grant for individual advice services in 2013-14. The impact of this reduction cannot be currently evaluated, as it is anticipated that due to the new merged service there will be backroom savings and efficiencies. However, a reduction in grant amount may have an impact on service delivery.</p> <p>The grant to Sheffield Credit Union will be utilised to support local people on low incomes manage some of the impacts of the government welfare reforms.</p> <p>The grant to another organisation will be used to directly fund work on food and fuel poverty, supporting local people to learn the skills to reduce their household expenditure.</p>			
<b>Action Minor</b>	Outcomes and outputs relating to financial inclusion will be monitored at the end of the grant period. This information will be collated and reported annually on the Council website.		
<b>Cohesion:</b>	Positive	High	Note particular impact on community tensions or getting on well together
<p>18 of the grants recommended will be awarded to organisations that will deliver activity which contributes to outcomes related to building social inclusion and cohesion. Out of these, 6 of these organisations will provide activity that will have a positive impact on community safety.</p>			
<b>Action Minor</b>	Outcomes and outputs relating to building social inclusion and cohesion will be monitored at the end of the grant period. This information will be collated and reported annually on the Council website.		
<b>Armed Forces</b>	Neutral	Neutral	Note implication on serving forces personnel, reservists, veterans or families of
<p>Services to armed forces were not a priority for this funding. None of the organisations recommended to receive a grant have identified armed forces as their target beneficiaries.</p>			
<b>Action</b>	None		
<b>Other options considered</b>	Please note any other options considered/ being considered		
N/A			

<b>Financial implication</b>	Neutral	Neutral	Please detail associated costs of equality implications
N/A			
<b>Summary/ additional:</b>	Positive	High	Please provide a basic summary cost benefits analysis below of the overall impact on service users and the organisation and link to evidence. This should be included in all reports e.g. to EMT, cabinet reports etc
<p>Despite a difficult financial climate this report is recommending a significant investment into the VCF sector, which is then targeted at Sheffield's most vulnerable people. However, the proposed reduction in the budget will inevitably impact on all vulnerable groups. Throughout the process organisations working with vulnerable groups have been asked to provide evidence of efficiency savings they are making in running costs and management costs to minimise the effect on service delivery</p> <p>Despite the proposed reduced level of investment, positive impacts have been identified among the range of awards recommended for older people, women, disabled people, Black and ethnic minority people, the voluntary sector, financial inclusion and cohesion in the city.</p> <p>A range of organisations working with a variety of vulnerable groups have identified potential negative impacts as a result of the reduction in funding. Some have identified ways they can mitigate impacts such as increasing other fundraising efforts, using reserves and joint working with other organisations. Some organisations have said that they may have to reduce staff hours, and consequently opening hours to enable them to manage the reduced funding available and in some cases due to the need to prioritise funding towards core running costs.</p>			
<b>Summary of actions Minor</b>	<p>Include lead officer, timescales and how it will be monitored/reviewed</p> <p>All groups:</p> <ul style="list-style-type: none"> <li>To be reviewed quarterly, tied into quarterly monitoring returns to be carried out during the grant period 2014-15: Martin Hughes</li> <li>Diversity information collected and collated after the end of the grant period (May 2015): Martin Hughes</li> </ul> <p>Age</p> <ul style="list-style-type: none"> <li>To establish a waiting list (if required) for any new older people's lunch clubs that wish to apply for funding in year: Martin Hughes</li> </ul> <p>Sexual orientation and transgender:</p> <ul style="list-style-type: none"> <li>Organisations awarded a grant to consider how they ensure they are inclusive of LGB people and Transgender people. This will be included in discussions with individual organisations when drafting the Funding Agreement prior to the payment of the award. Organisations that collect this information will be asked to report on it (May 2015): Martin Hughes</li> </ul>		
<b>Outcome No change</b>	<p>Briefly detail recommendations whether you need to make any changes to the policy or proposal based on the information above</p> <p>No changes recommended based on the above information.</p>		

**Discussed with Lead Member:** 03/02/14

**Approved (Lead Manager):** Vince Roberts **Date:** 07/02/14

**Approved (EIA Lead person for Portfolio):** Phil Read **Date:** 07/02/14