

Report to Portfolio Holder for Community Development

Subject: Approval of annual grant agreements to WE R HERE, Citizens Advice Nottingham and District and Gedling Play Forum for the financial year 2021/22.

Date: 28th June 2021

Author: Community Investment Manager

Wards Affected: All

Purpose To seek approval to provide a grant of £10,000 to WE R HERE, a grant of £40,000 to Citizens Advice Nottingham and District and a grant of £5,000 to Gedling Play Forum, to be expended by the three organisations during the period April 2021 – March 2022 for the purposes as set out in this report.

Key Decision This is not a key decision.

Recommendation(s)

THAT:

1. The Portfolio Holder approves the giving of a £10,000 grant to WE R HERE, a £40,000 grant to Citizens Advice Nottingham and District and a £5,000 grant to Gedling Play Forum to be expended by the organisations in the financial year 2020/21
2. The Portfolio Holder authorises the Corporate Director, Environment, Communities and Leisure to enter into grant agreements with WE R HERE, Nottingham and District Citizens Advice and Gedling Play Forum to secure how the grants are used and monitor expenditure and performance.

1 Background

- 1.1 In recent years, the Council has provided grants to WE R HERE, Citizens Advice Nottingham and District and Gedling Play Forum, to enable the provision of financial and family crisis intervention services and creative play activities to residents in areas of high demonstrated need.
- 1.2 Services of these organisations are generally provided either in outreach settings, at community events or at the central base of each organisation. As well as general advice, guidance and play activities being available to the wider Gedling population, these grants enable the three organisations to provide targeted support in the areas where most need has been identified.
- 1.3 Each organisation has adjusted its services to meet current Government Guidelines in relation to the Covid – 19 pandemic, and have held preliminary discussions with Officers of the Council giving assurance of a robust service and responsive planning to ensure continuous service during the recovery phase of the pandemic.

2 Proposal

- 2.1 It is proposed that the Council continues its support of these organisations and provide a further grant for the 2021/22 financial year to enable all three organisations to continue to provide targeted support and family craft play activities to vulnerable residents and families in the Borough. A description of the services to be provided by WE R HERE are attached at **Appendix 1**, by Citizens Advice Nottingham and District at **Appendix 2** and for Gedling Play Forum at **Appendix 3**.
- 2.2 It is proposed that the Council provides these grants following completion of a grant agreement with each organisation to secure how the grant is used and to be able to monitor performance. The Council will also be able to require re-payment of the funds if the grant has been misspent. The grant agreements will require the timely submission of detailed biannual / quarterly outputs and outcome reports respectively, and an annual outturn report detailing the impact of the grants which will then be considered by the Council's Senior Leadership Team.

3 Alternative Options

- 3.1 To enter into provide grants of differing values or with different output levels and target areas. The values of the grant have been approved at full Council based on detailed discussions and comparative benchmarking,

and the outputs have been reviewed to ensure value for money and maximum benefit to Gedling residents in areas where there is statistical evidence of most need.

- 3.2 Not to enter into Grant Agreements with the three organisations. This option would potentially place some of the most vulnerable residents of Gedling at risk of exclusion from essential intervention and community play services and a reduced quality of life.

4 Financial Implications

- 4.1 The values of each annual agreement are as follows:

- WE R HERE: £10,000
- Citizens Advice Nottingham and District: £40,000
- Gedling Play Forum £5,000

- 4.2 The grant amounts stated above are all included within approved budgets for 2021/22.

5 Legal Implications

- 5.1 The Council will need to enter into grant agreements with these organisations before payment of the grants are made to ensure that the funds are used in the manner intended, performance is monitored and to secure repayment of the funds if the grants are misspent.

6 Equalities Implications

- 6.1 The services provided by the three organisations have a positive impact on the circumstances of recognised disadvantaged groups, providing greater financial inclusion, as well as victim / vulnerable families support and rehabilitation and connectedness to social and creative activities in their local area.

7 Carbon Reduction/Environmental Sustainability Implications

- 7.1 None

8 Appendices

- 8.1 **Appendix 1: Schedule 1 WE R HERE**

- 8.2 **Appendix 2: Schedule 1 Citizens Advice Nottingham and District**

- 8.3 **Appendix 3: Schedule 1 Gedling Play Forum**

9 Background Papers

9.1 None

10 Reasons for Recommendations

10.1 To enable the continuation of essential welfare rights, supportive intervention and family play services for those most vulnerable in the Gedling community.

10.2 To ensure that the funds are expended in accordance with the agreed aims and to enable monitoring of performance.

Statutory Officer approval

Approved by:

Date:

On behalf of the Chief Financial Officer

Approved by:

Date:

On behalf of the Monitoring Officer

APPENDIX 1: WE R HERE

SCHEDULE 1 – The Project

The Project aim is to support WE R HERE with the objective of providing core services operated within the aims, principles and policies of their Trustee Board to the residents of the Gedling Borough Council area.

Core services

These are the provision of free, independent, impartial and confidential counselling services to individuals and families experiencing trauma. This agreement will provide for counselling services in the following areas in Gedling:

- Netherfield Ward
- Carlton (inc. Valley Road)
- Arnold (inc. Daybrook, Killisick and Arnbrook)

The sessions will be scheduled as follows:

Due to the Covid -19 pandemic, in line with Government guidelines services will be offered by telephone and / or by other digital means where possible. We R Here will work on returning to Face to Face appointments during the recovery phase.

Telephone appointments - times by prior arrangement

The following targets are agreed:

Number of counselling hours to be delivered: 200

The Project Managers

The Project Managers are:

For the Funder –Jane Ansell, Community Investment Manager

For the Recipient – Hilary Brown, Chief Executive Officer, We R Here

These may be changed at any time by notification in writing of the name and contact details of the new Project Manager.

The role of the Project Managers is to:

- Be the initial points of contact between the parties;
- Inform each other of any issues relating to this agreement;
- Agree and attend annual monitoring meetings

User Feedback and Involvement

The Recipient will operate a procedure for representations and complaints about the service in accordance with [British Association for Counselling and Psychotherapy](#) standards and guidelines and shall take all reasonable steps to bring this to the attention of the users of the service.

Project Monitoring and future development

The Recipient will meet with the Funder in February 2021 to review developments and linkages with other services. WE R HERE will also be added to the Gedling Health and Wellbeing Group meeting circulation.

APPENDIX 2: CITIZENS ADVICE NOTTINGHAM AND DISTRICT

SCHEDULE 1 – The Project

The Project aim is to support the Citizens Advice, Nottingham and District with the objective of providing core services operated within the aims, principles and policies of their Trustee Board to the residents of the Gedling Borough Council area.

Core services

These are the provision of free, independent, impartial and confidential advice to everyone on their rights and responsibilities. They include the delivery of a general help, advice and information service in the following areas:

- Welfare benefits and tax credit
- Debt, Housing
- Employment
- Family
- Consumer goods and services
- Tax
- Utilities
- Immigration and nationality
- Education
- Other legal matters.

Outreach sessions – adjusted due to Government advice in relation to Covid 19

During the Covid -19 pandemic and in accordance with Government guidance, advice may be provided by phone, email and webchat. CA Staff will work from home to provide this service. CA will work on reopening face to face interviews during the recovery phase. Citizens Advice Nottingham and District will specifically target services in the following wards in Gedling Borough:

- Arnold
- Calverton
- Netherfield

The sessions will be scheduled as follows:

Method of Delivery	Where	When	Opening Hours
Telephone / webchat appointments reverting to face to face as and when Government guidance allows and CAB consider appropriate *Calverton outreach to pilot the 'Attend Anywhere' virtual appointments software, with clients being supervised and assisted by local trained volunteers	Arnold Civic Centre	Fridays	9.30 – 3.30
	Calverton CORE Centre*	Mondays and Thursdays	10.00am – 13.00pm
	Netherfield St George's Centre	Thursdays	9.30am – 12.30pm

In addition, residents of Gedling Borough will be able to access the service at the Main Bureau on Carrington Street in central Nottingham. Advice services can be accessed by telephone, letter, or, when the Covid 19 lockdown guidance allows face to face through reception. Following a brief interview an assessor will decide which the most appropriate service for individual clients is. An appointment may be made with a general adviser or specialist, assisted information may be offered, or the individual may be signposted to a more appropriate agency.

Method of Delivery	Where	When	Hours per week
Gateway interviews – telephone	32-36 Carrington Street Nottingham City Centre Tel: 0115 938 8050	Monday – Friday	16 hrs pw

CLS General Help Quality Mark guidelines and shall take all reasonable steps to bring this to the attention of the users of the service.

Project monitoring and future development

Quarterly output and outcome monitoring reports to be submitted by the Recipient to the Funder in July 2021, October 2021, January and April 2022, and a full end of year summary report submitted in June 2022. An annual review and development meeting to be held in February 2022.

APPENDIX 3: GEDLING PLAY FORUM

SCHEDULE 1 – The Project

The Project aim is to support Gedling Play Forum with the objective of providing services operated within the aims, principles and policies of their Trustee Board to the residents of the Gedling Borough Council area.

Services to be delivered

The Gedling Play Forum will offer craft play services at local events as designated by Gedling Borough Council, in line with the principles below, and the scope at Table A.

Principles and scope

To work in partnership with Gedling BC and community partners to deliver craft play activities suitable both for home use and at events across the Borough. Recognising ongoing Covid -19 safety restrictions, a blended modelling of events is proposed during 2021/22; working with town centres event plans, neighbourhood 'In Bloom' proposals, Family Food Club development, Priority Localities health and wellbeing events, Community Centre Hubs development and the annual young people's holiday activity programme.

Overarching themes this year are:

- family play
- community connectivity
- health and wellbeing
- tackling loneliness and isolation
- plastics clever/ environmental sustainability

Virtual play resources and events

Provision of themed craft activity packs to community partners as part of holiday activity programmes.

Consideration of 'virtual' events, wherever such events are likely to successfully engage the target audience and contribute to the Council's aims.

Face to face events

Partnership engagement in community enabled play events in priority areas. Events will centre upon community hubs, and potentially those with food provision. Partners may include Food Banks, Children's Centres, Community

Access Centres, Schools, grass roots community groups, commissioned services and activity providers.

Possible locations and venues

- Killisick Community and Children’s Centre and recreation ground
- Netherfield St Georges Centre
- Bestwood Miners Welfare/ Emmanuel Church food hub, Bestwood
- Newstead Centre - large hall
- Calverton Core Centre / rec - engage with Calverton PC play day committee
- Bestwood St Albans, linked to consultation/ local parish engagement

Events may include indoor and outdoor activities, takeaway packs for family picnic scenarios, small numbers of key commissioned partners tables or activities.

Some may include an Intergenerational event, i.e. offering activities for older people and older young people. The latter element would be commissioned separately by Gedling BC.

Where possible, work in partnership with local ‘In Bloom’ events; Neighbourhood picnics i.e. the provision of ‘fairy trails’ for children to follow. Engagement with wider Arts providers would be involved in some instances.

Key components that the Play Forum will provide under this agreement

- Arts and crafts and play activities for children.
- Lunches and refreshment for volunteers at these events.
- Promotion and use of these events as an informal training opportunity for local parents, teachers, volunteers and childminders to take away and apply play and craft making skills in their own settings.

In addition, Gedling Play Forum will offer the following service to Gedling Borough Council as part of this service level agreement:

- Group membership of Gedling Play Forum. Officers of the Council will be able to access the scrap store and ideas for crafts activities.

Table A: Events and activity and associated price		
Event or Activity	Dates and Venues	Price
Indoor/ Outdoor Family Play	Events, dates and venues listed are all subject to change in accordance with the Government Covid – 19 Roadmap and local conditions.	£2,800

Events	<p>All between July 2021 – March 2022</p> <p>Killisick Community Centre and recreation ground event Friday 23rd July 2021 Killisick Road, Arnold, Nottingham. NG5 8BY</p> <p>Arnot Hill Park Arts and Family Picnic event: Wednesday 28th July 2021</p> <p>Netherfield St Georges Centre event: Friday 13th August 2021 Forester St Netherfield</p> <p>Gedling Country Park event: Wednesday 25th August 2021</p> <p>Newstead village event Saturday 23rd October Newstead Centre – large hall</p> <p>Wollaton Avenue Event: Saturday 4th Dec 2021 Phoenix Methodist Church, Wollaton Avenue, Gedling, Nottingham. NG4 4HX</p> <p>Chinese New Year Event: Saturday 5th February 2022 Bestwood Miners Welfare, Bestwood Village tbc</p>	(£400 per event)
Contribution to other events	Town Centre events i.e. 'In Bloom' events, Festive Arts trail /Christmas Lights switch ons.	(£325 per event)
Home Activities / virtual activities	Packs for distribution by Children's Centres as part of holiday activities programme – inc. possible virtual events with community partners, i.e. Children's Centres	£1,400
Gedling Play Forum Group membership	1 April 2018 – 31 March 2019 Access to the scrap store at Wollaton Avenue Community Centre and ideas for crafts activities	£150
Total Grant		£5,000

The Project Managers

The Project Managers are:

For the Funder – Jane Ansell, Community Investment Manager, Community Relations Team

For the Recipient – Lesley Rhodes, Manager, Gedling Play Forum

These may be changed at any time by notification in writing of the name and contact details of the new Project Manager.

The role of the Project Managers is to:

- Be the initial points of contact between the parties;
- Inform each other of any issues relating to this agreement;
- Agree and attend annual monitoring meetings

Project Monitoring and future development

The Recipient will meet with the Funder twice during the year in October 2021 and February 2022 at times to be agreed to discuss the development of the services and delivery methods.