



**Author/Lead Officer of Report:** Alex Shilkoff,  
Community Services Manager

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**Report of:** *Jayne Ludlam*  
**Report to:** *Cllr Julie Dore*  
**Date of Decision:** *10<sup>th</sup> May 2017*  
**Subject:** *2017-20 Core Service Grant Award to Sheffield Citizens Advice and Legal Centre*

Is this a Key Decision? If Yes, reason Key Decision:-	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
- Expenditure and/or savings over £500,000	<input checked="" type="checkbox"/>	
- Affects 2 or more Wards	<input checked="" type="checkbox"/>	
Which Cabinet Member Portfolio does this relate to? <i>Cllr Jack Scott, Libraries &amp; Community Services</i>		
Which Scrutiny and Policy Development Committee does this relate to? <i>Safer and Stronger Communities</i>		
Has an Equality Impact Assessment (EIA) been undertaken?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If YES, what EIA reference number has it been given? <i>943</i>		
Does the report contain confidential or exempt information?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-		
<i>"The (report/appendix) is not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended)."</i>		

**Purpose of Report:**

*To award Sheffield Citizens Advice and Legal Centre a core service grant of £864,000 per year 2017/18 to 2019/20.*

**Recommendations:**

*Award Sheffield Citizens Advice and Legal Centre a core service grant of £864,000 per year 2017/18 to 2019/20. This is in compliance with the range of award approved at cabinet in September 2016.*

**Background Papers:**

*(Insert details of any background papers used in the compilation of the report.)*

Grant Aid Cabinet Report, September 2016

<http://democracy.sheffield.gov.uk/ieListDocuments.aspx?CId=123&MId=6283&Ver=4>

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: <i>Liz Gough</i>
		Legal: <i>Henry Watmough-Cownie</i>
		Equalities: <i>Ed Sexton</i>
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>		
2	<b>EMT member who approved submission:</b>	<i>Jayne Ludlam</i>
3	<b>Cabinet Member consulted:</b>	<i>Cllr Jack Scott</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	<b>Lead Officer Name:</b> <i>Alex Shilkoff</i>	<b>Job Title:</b> <i>Community Services Manager</i>
<b>Date:</b> <i>5<sup>th</sup> April 2017</i>		

## 1. PROPOSAL

*(Explain the proposal, current position and need for change, including any evidence considered, and indicate whether this is something the Council is legally required to do, or whether it is something it is choosing to do)*

- 1.1 To award the Sheffield Citizens Advice and Legal Centre (SCALC) a Core Service grant award in compliance with the September 2016 Grant Aid Cabinet Report.

Issues to note:

- 1.2
- In a change from previous grant aid rounds the new grant agreements are for 3 years, rather than one year. However, in years 2 and 3 grant recipients are only guaranteed 80% and 75% respectively of the year 1 value. Funds permitting the council may choose to award 100% of the year 1 value in years 2 and 3.
  - SCALC also receive two other payments through this grant agreement. £58,000 per year for work to support advice services in food banks and also £33,000 per year from the Building Successful Families programme. Approvals for spend from these budgets has been secured elsewhere but is included here for completeness as it forms part of the grant aid grant agreement.

Organisation	2017/18 Year 1 amount	Year 2 minimum guaranteed amount (80% Year 1 amount)	Year 3 minimum guaranteed amount (75% of year 1 amount)	Total of guaranteed minimum
Sheffield Citizens Advice & Legal Centre	864,000	691,200	648,000	2,203,200
Payments from other funds (100% of year one amount in years 2 and 3)				
Food Bank Work	58,000	58,000	58,000	174,000
Building Successful Families	33,000	33,000	33,000	99,000
Grand TOTAL				2,476,200

- 1.3 In the selection of the organisations for a core service grant the views of relevant commissioning and specialist officers were sought and consideration was given to whether alternative funding routes were available within the Council and elsewhere. The impact, both on communities of interest, in line with the Council's equality duties, and Council Services, was considered if funding was no longer available following the end of existing Voluntary Sector Grant Fund agreements in March 2017. The organisations' provided detailed impact forms which helped to inform these considerations as well as historical monitoring. Each organisation's potential for income generation and alternative sources of funding was also included as part of the evaluation.

## 2. HOW DOES THIS DECISION CONTRIBUTE ?

*(Explain how this proposal will contribute to the ambitions within the Corporate Plan and what it will mean for people who live, work, learn in or visit the City. For example, does it increase or reduce inequalities and is the decision inclusive?; does it have an impact on climate change?; does it improve the customer experience?; is there an economic impact?)*

- 2.1 The allocation of this funding to VCF organisations will fundamentally contribute to the Priorities of the Council's Corporate Plan 2015-18. In particular; Tackling Inequalities and Better Health & Wellbeing

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

- Health & Wellbeing for All
- Fair Access to Benefits and Credit

- 2.2 Delivery of this three year strategy will mean grant funding will continue to be available to support activities and services that will directly benefit a wide range of vulnerable local citizens. Beneficiaries from the proposed Core Service Grants will include the following groups of vulnerable local people –

- Those in need of advice and advocacy services
- Households in financial need
- Homeless people
- Ethnic minority women

- 2.3 The recent Low Commission highlighted the benefits of advice services to improving and maintaining health and wellbeing. SCALC is a key partner for the council in tackling inequality, poverty and getting the right information to people at the right time.

### **3. HAS THERE BEEN ANY CONSULTATION?**

*(Refer to the Consultation Principles and Involvement Guide. Indicate whether the Council is required to consult on the proposal, and provide details of any consultation activities undertaken and their outcomes.)*

- 3.1 Proposals in the September 2016 cabinet report for Core Service grants were consulted on in summer 2016.

- 3.2 The views of relevant commissioning and specialist officers were sought and consideration was given to whether alternative funding routes were available within the Council and elsewhere. The impact, both on communities of interest, in line with the Council's equality duties, and Council Services, was considered if funding was no longer available following the end of existing VSGF grant agreements in March 2017. The organisations' provided detailed impact forms which helped to inform these considerations as well as historical monitoring. Each organisation's potential for income generation and alternative sources of funding was also included as part of the evaluation.

### **4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION**

- 4.1 Equality of Opportunity Implications

4.1.1 An EIA was completed for these proposals in September 2016. All Core Service Grant recipients are required to complete diversity monitoring so that the impact of the grant awards can be understood over time.

#### 4.2 Financial and Commercial Implications

4.2.1 The list of organisations proposed are those named in appendix 4 of the September 2016 cabinet report. The amounts awarded are within the available grant aid budget.

#### 4.3 Legal Implications

4.3.1 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. The Council must be mindful of the requirements imposed by the public sector equality duty enacted in Section 149 of the Equality Act 2010.

4.3.2 Sections 1.5.3 and 1.5.4 of the September 2016 Grant Aid Cabinet Report state the following, "the Cabinet Member for Libraries and Community Services is proposing the 8 organisations listed in Appendix 4 [of the cabinet report] are prioritised for continued funding via a Core Service Grant from April 2017. In formulating the list, the Cabinet Member considered a number of factors including, each organisation's track record, quality of service and management, value and fit with Council priorities, opportunities for income generation and accessing other funding, uniqueness of service and the degree of dependency, if any, the Council has on the services delivered.

4.3.3 All the grant recipients will be issued with agreements that contain the relevant Sheffield City Council Terms & Conditions for such awards.

#### 4.4 Other Implications

*(Refer to the Executive decision making guidance and provide details of all relevant implications, e.g. HR, property, public health).*

4.4.1 n/a

### **5. ALTERNATIVE OPTIONS CONSIDERED**

*(Outline any alternative options which were considered but rejected in the course of developing the proposal.)*

5.1 The option considered is in line with the range of grant stipulated in the September 2016 cabinet report and therefore no alternative options were considered.

### **6. REASONS FOR RECOMMENDATIONS**

*(Explain why this is the preferred option and outline the intended outcomes.)*

6.1 This award is in compliance with the September 2016 cabinet report and can be accommodated within the overall grant aid budget.