

REPORT TO: POLICY & RESOURCES COMMITTEE – 27 APRIL 2015

REPORT ON: ADMINISTRATIVE GRANTS TO COMMUNITY COUNCILS AND
NEIGHBOURHOOD REPRESENTATIVE STRUCTURES 2015-2016

REPORT BY: DIRECTOR, LEISURE AND COMMUNITIES

REPORT NO: 155-2015

1.0 PURPOSE OF REPORT

This report seeks approval for the payment of administrative grants for the financial year 2015-2016 to Community Councils and Neighbourhood Representative Structures in existence or established during the year, and to confirm the formulae for payment.

2.0 RECOMMENDATIONS

It is recommended that:

- 2.1 Administrative grants are awarded to all Community Councils currently in existence or established during 2015-2016 in accordance with the Council's Revised Scheme for the Operation of Community Councils.
- 2.2 Administrative grants are also awarded to other Neighbourhood Representative Structures which meet the eligibility criteria set out in Article 2.11 in Committee Report No 725-2002 which was approved by the Neighbourhood Resources and Development Committee on 11 November 2002.
- 2.3 Grants are awarded according to the following formulae: a lump sum of £330 per Community Council/Neighbourhood Representative Structure plus 1.2p per resident in each area (see Appendix 1).
- 2.4 Community Councils or Neighbourhood Representative Structures established beyond 1 April 2015 will only be eligible for a grant for the part of the year from their inception.

3.0 FINANCIAL IMPLICATIONS

The value of grants awarded to organisations is £3,590. This along with the cost of grants to any new organisations will be contained within the Communities Division revenue budget for 2015-2016.

4.0 MAIN TEXT

- 4.1 Article I of the minute of the meeting of the Leisure, Arts and Communities Committee of 25th October 2010, Report No 608-2010 agreed to adopt an amended Scheme for the Establishment of Community Councils which set out the Community Council area boundaries and a Code of Conduct.
- 4.2 The formulae governing the award of administrative grants provides for Community Councils/Neighbourhood Structures to receive a basic lump sum of £330, plus an additional 1.2p per resident. To be eligible for a grant, Community Councils/Neighbourhood Representative Structures must first make formal application by submitting audited annual accounts for the period 2014-2015 where appropriate. To qualify for a grant award, the applicant body should have less than twice the amount of their recommended grant in their administrative account as 31 March 2015.
- 4.3 The Revised Scheme for the Operation of Community Councils makes provision for 19 Community Councils in Dundee. At present there are three operational Community Councils: Broughty Ferry, Fintry and West End.

- 4.4 Ardler Village Trust, Kirkton Partnership, Whitfield Development Group, Stobswell Forum and Coldsides Forum continue to operate as recognised Neighbourhood Representative Structures, and in so doing fulfil the role of Community Councils for their respective areas.
- 4.5 Local Community Planning Partnerships and Dundee Partnership Community Conference Network have evolved to take on a city-wide strategic networking role.
- 4.6 Community Councils/Neighbourhood Representative Structures established after 1 April 2015 will be awarded a grant proportionate to the number of months they are operational between 1 April 2015 and 31 March 2016.

5.0 POLICY IMPLICATIONS

This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management.

An Equality Impact Assessment is attached to this report.

6.0 CONSULTATIONS

The Chief Executive, Director of Corporate Services and Head of Democratic and Legal Services have been consulted on this report.

7.0 BACKGROUND PAPERS

None.

Stewart Murdoch
Director, Leisure and Communities

APPENDIX 1**COMMUNITY COUNCILS: ADMINISTRATIVE GRANTS****1 APRIL 2015 TO 31 MARCH 2016**

Community Council/Neighbourhood Representative Structure	Population	Basic Sum (£)	1.2p Per Capita (£)	Grant (£)
Broughty Ferry Community Council	18,439	330	221	551
Fintry Community Council	6,658	330	80	410
West End Community Council	14,565	330	175	505
Ardler Village Trust	2,786	330	33	363
Stobswell Forum	12,445	330	149	479
Kirkton Partnership	7,771	330	93	423
Whitfield Development Group	6,258	330	75	405
Coldside Forum	10,339	330	124	454
Totals				3,590

Community Councils	£1,466
Neighbourhood Representative Structures	<u>£2,124</u>
Total	£3,590

EQUALITY IMPACT ASSESSMENT TOOL

Part 1: Description/Consultation

Is this a Rapid Equality Impact Assessment (RIAT)? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Is this a Full Equality Impact Assessment (EQIA)? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Date of Assessment: 27 April 2015	Committee Report Number: 155-2015
Title of document being assessed:	Administrative Grants to Community Councils and Neighbourhood Representative Structures 2015-2016
1. This is a new policy, procedure, strategy or practice being assessed (If yes please check box) <input type="checkbox"/>	This is an existing policy, procedure, strategy or practice being assessed? (If yes please check box) <input checked="" type="checkbox"/>
2. Please give a brief description of the policy, procedure, strategy or practice being assessed.	Payment of Administrative Grants for the financial year 2015/2016 to Community Councils and Neighbourhood Representative Structures.
3. What is the intended outcome of this policy, procedure, strategy or practice?	Approval is sought to maintain the current level of Administrative Grants to Community Councils and Neighbourhood Representative Structures.
4. Please list any existing documents which have been used to inform this Equality and Diversity Impact Assessment.	Payment of Administrative Grants for the financial year 2015/2016 to Community Councils and Neighbourhood Representative Structures, in existence or established during the year, using the agreed formula for payment.
5. Has any consultation, involvement or research with protected characteristic communities informed this assessment? If yes please give details.	Ongoing consultation with Community Councils and Neighbourhood Representative Structures confirms the value of grant assistance.
6. Please give details of council officer involvement in this assessment. (e.g. names of officers consulted, dates of meetings etc)	Neil Gunn, Head of Community Learning and Development.
7. Is there a need to collect further evidence or to involve or consult protected characteristics communities on the impact of the proposed policy? (Example: if the impact on a community is not known what will you do to gather the information needed and when will you do this?)	Not for this assessment, however, further evidence of the impact on protected characteristics will be gathered where possible through the Community Regeneration Performance Management System.

Part 2: Protected Characteristics

Which protected characteristics communities will be positively or negatively affected by this policy, procedure or strategy?

NB Please place an X in the box which best describes the "overall" impact. It is possible for an assessment to identify that a positive policy can have some negative impacts and visa versa. When this is the case please identify both positive and negative impacts in Part 3 of this form.

If the impact on a protected characteristic communities are not known please state how you will gather evidence of any potential negative impacts in box Part 1 section 7 above.

	Positively	Negatively	No Impact	Not Known
Ethnic Minority Communities including Gypsies and Travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gender	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gender Reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Religion or Belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
People with a disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Age	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Lesbian, Gay and Bisexual	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Socio-economic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pregnancy & Maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other (please state)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Part 3: Impacts/Monitoring

<p>1. Have any positive impacts been identified?</p> <p>(We must ensure at this stage that we are not achieving equality for one strand of equality at the expense of another)</p>	<p>Maintaining the level of Administrative Grants for Community Councils and Neighbourhood Representative Structures will enable these Groups to continue to allocate finances to identified community priorities as each Group sees appropriate.</p>
<p>2. Have any negative impacts been identified?</p> <p>(Based on direct knowledge, published research, community involvement, customer feedback etc. If unsure seek advice from your departmental Equality Champion.)</p>	<p>No.</p>
<p>3. What action is proposed to overcome any negative impacts?</p> <p>(e.g. involving community groups in the development or delivery of the policy or practice, providing information in community languages etc. See Good Practice on DCC equalities web page)</p>	<p>N/A.</p>
<p>4. Is there a justification for continuing with this policy even if it cannot be amended or changed to end or reduce inequality without compromising its intended outcome?</p> <p>(If the policy that shows actual or potential unlawful discrimination you must stop and seek legal advice)</p>	<p>This policy is intended to promote equality and reduce inequalities in local communities.</p>
<p>5. Has a 'Full' Equality Impact Assessment been recommended?</p> <p>(If the policy is a major one or is likely to have a major impact on protected characteristics communities a Full Equality Impact Assessment may be required. Seek advice from your departmental Equality lead.)</p>	<p>No.</p>
<p>6. How will the policy be monitored?</p> <p>(How will you know it is doing what it is intended to do? e.g. data collection, customer survey etc.)</p>	<p>Policy will be monitored through liaison with Community Councils and Neighbourhood Representative Structures.</p>

Part 4: Contact Information

Name of Department or Partnership	Chief Executive, Communities & Policy Division
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Type of Document	
Human Resource Policy	<input type="checkbox"/>
General Policy	<input checked="" type="checkbox"/>
Strategy/Service	<input type="checkbox"/>
Change Papers/Local Procedure	<input type="checkbox"/>
Guidelines and Protocols	<input type="checkbox"/>
Other	<input type="checkbox"/>

Manager Responsible	Author Responsible
Name: Neil Gunn	Name: John Hosie
Designation: Head of Communities	Designation: Community Regeneration & Health Manager
Base: Chief Executives Department 21 City Square DUNDEE	Base: Mitchell Street Centre Mitchell Street DUNDEE DD2 2LJ
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Signature of author of the policy:	<i>John Hosie</i>	Date: 31/03/15
Signature of Director/Head of Service:	Click here to enter text.	Date: Click here to enter text.
Name of Director/Head of Service:	Click here to enter text.	
Date of Next Policy Review:	Click here to enter text.	