

REPORT TO: POLICY AND RESOURCES COMMITTEE – 22 APRIL 2013

**REPORT ON: ADMINISTRATIVE GRANTS TO COMMUNITY COUNCILS AND
NEIGHBOURHOOD REPRESENTATIVE STRUCTURES 2013-2014**

REPORT BY: DIRECTOR, LEISURE AND COMMUNITIES

REPORT NO: 187-2013

1.0 PURPOSE OF REPORT

This report seeks approval for the payment of administrative grants for the financial year 2013-2014 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:

Administrative grants are awarded to all Community Councils currently in existence or established during 2013-2014 in accordance with the Council's Revised Scheme for the Operation of Community Councils.

Administrative grants are also awarded to other Neighbourhood Representative Structures which meet the eligibility criteria set out in Committee Report No 725-2002.

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).

Community Councils or Neighbourhood Representative Structures established beyond 1 April 2013 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 and Policies Section of the Chief Executives budget for 2013-2014.

4.0 MAIN TEXT

On 25 October 2010, Committee 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.

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 2012-2013 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 2013.

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.

Ardler Village Trust, Kirkton Partnership, Whitfield Development Group, Stobswell Forum and Coldside Forum continue to operate as recognised Neighbourhood Representative Structures, and in so doing fulfil the role of Community Councils for their respective areas.

Local Community Planning Partnerships and Dundee Partnership Community Conference Network have evolved to take on the role that Dundee Civic Forum was established to develop. Dundee Civic Forum was formally dissolved in March 2012.

Community Councils/Neighbourhood Representative Structures established after 1 April 2013 will be awarded a grant proportionate to the number of months they are operational between 1 April 2013 and 31 March 2014.

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. No major issues have been identified.

An Equality Impact Assessment is attached to this report.

6.0 CONSULTATIONS

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

7.0 BACKGROUND PAPERS

None.

Stewart Murdoch
Director, Leisure and Communities
3 April 2013

APPENDIX 1

COMMUNITY COUNCILS: ADMINISTRATIVE GRANTS

1 APRIL 2012 TO 31 MARCH 2013

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

DUNDEE CITY COUNCILEquality and Diversity Rapid Impact AssessmentPart 1

Date 25th March 2013	Title Committee Report Administrative Grants to Community Councils and neighbourhood Representative Structures 2013-2014
Is this a new document? <input type="checkbox"/>	Is this an existing document under review? <input checked="" type="checkbox"/>
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 2013/2014 to Community Councils and Neighbourhood Representative Structures, in existence or established during the year, using the agreed formula for payment.
What is the description of the policy, procedure or strategy?	Payment of Administrative Grants for the financial year 2013/2014 to Community Councils and Neighbourhood Representative Structures.
What is the intended outcome of this policy, procedure or strategy?	Approval is sought to maintain the current level of Administrative Grants to Community Councils and Neighbourhood Representative Structures.
Which individuals are responsible for undertaking Equality and Diversity Impact Assessment?	John Hosie, Community Regeneration & Health Manager

Part 2

Which groups of the population will be positively or negatively affected by this policy, procedure or strategy?

	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 including transgender people	<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"/>
Other (please state)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Part 3

Equality and Diversity Rapid Impact Assessment

<p>a) Have any positive impacts been identified?</p> <p><i>We must ensure at this stage that we are not achieving equality for one strand of equality at the expense of another.</i></p>	<p>If yes please give further details</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>b) Have any negative impacts been identified?</p> <p><i>Based on direct knowledge, published research, community involvement, customer feedback etc</i></p> <p><i>If unsure seek advice.</i></p>	<p>If yes please give further details</p> <p>No</p>
<p>c) What action is proposed to overcome any negative impacts?</p> <p><i>If you identify a negative impact that cannot be eliminated by amending or replacing the policy it would then be necessary to seek legal advice.</i></p>	<p>Please give details</p> <p>N/A.</p>
<p>d) Consultation or involvement which has informed this assessment.</p>	<p>Please give details</p> <p>Following public consultation, a Committee Meeting of the Council held on 25 October 2010, agreed to adopt an amended Scheme for the Establishment of Community Councils, together with associated documentation and plan of Community Councils areas and Disposition, with effect from 22 November 2010. No valid Petitions seeking to form new Community Councils have been received since then.</p>
<p>e) Is there a need to collect further evidence?</p>	<p>If yes please give further details including how you gather further evidence.</p> <p>No.</p>
<p>f) How will the policy be monitored ?</p>	<p>Please give details</p> <p>Policy will be monitored through liaison with Community Councils and Neighbourhood Representative Structures.</p>

Part 4

Department

Chief Executive, Communities & Policy Division

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"/>

Contact Information

Manager Responsible		Author Responsible	
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Signature of author of the policy, procedure or strategy: <i>John Hosie</i> Head of Department and Service area:
