



AGENDA ITEM

7

Following the Public Pound - New Reporting Arrangements

Falkirk Council

Title: Following the Public Pound – New Reporting Arrangements
Meeting: Scrutiny Committee (External)
Date: 14 September 2017
Submitted By: Director of Corporate & Housing Services

1. Purpose of Report

- 1.1. This report presents a new format for Following the Public Pound monitoring reports together with a schedule for reporting these to Committee.

2. Recommendation(s)

- 2.1. **The Scrutiny Committee (External) is asked to agree:-**

- (1) the new reporting format for all organisations that fall under Following the Public Pound (FPP) arrangements; and**
- (2) the FPP reporting schedule.**

3. Background

- 3.1. Audit Scotland published a report in 2004 outlining its expectations on Councils regarding monitoring and scrutinising the activities of organisations that receive public money as a grant. These are set out in a Code of Guidance on Funding External Bodies and Following the Public Pound. [Following the Public Pound 2004](#)
- 3.2. In order to comply with this guidance the Council has in place arrangements by which organisations that come under these FPP umbrella are dealt with. While there is a risk assessment process that underpins this process; in essence any organisation we give over £10,000 to in either direct funding or in direct support provides a risk to the Council is covered by these arrangements. The process in summary is:
- The Council agrees to fund an organisation at its budget meeting in February each year.
 - A monitoring officer is appointed and negotiates with the organisation a Joint working Agreement (JWA) for the funding allocated to that organisation.
 - Monitoring meetings are held with the organisation to ensure the funding and performance is being monitored. These meetings should also provide the organisation with necessary support etc.

- The monitoring officer prepares a report for the Scrutiny Committee which outlines what the organisation has done over the last year with the funding that was allocated and should indicate to the Scrutiny Committee any risk to the Council of continuing to fund that organisation.
- 3.3. Monitoring officers have over the last number of years reported annually to the Committee on how the organisations for which they are responsible are delivering. However it is clear that the information Members now need to understand the value of the activities of an organisation has changed and thus Monitoring Officers have been asked to provide different and more in depth information in their reports to Committee.
- 3.4. Also, to fit in with the decision making schedule it is proposed that all reports are presented to Committee before the Council budget setting meeting in February. This will allow Council to be more informed when taking decisions on the funding allocations at its budget setting meeting.

4. Reports to Committee

- 4.1. The new format for reporting is attached as appendix 1. Each monitoring officer will be required to complete this form to the best of their knowledge then present the information to Committee.
- 4.2. The form gives more information on what the Council is funding, how the funding adds value to what the Council is trying to achieve, the performance of the organisation and the impact of not providing this funding.
- 4.3. Given the financial circumstances facing the Council it is important that these reports allow Council to make informed decisions about the funding that is allocated to these external organisations. The question is not whether these organisations are valued but if the Council can afford to award grants to these activities.
- 4.4. The cover report for each category will be prepared to give context on the organisations i.e. what are the key priorities, outcomes, what is the Council's focus on the category under consideration etc.
- 4.5. A reporting schedule is also attached as appendix 2 to this report and while challenging will ensure all organisations report prior to Council taking budget decisions in February.

5. Consultation

- 5.1. The new reporting framework has been discussed with CVS (Falkirk and District).

6. Implications

Financial

6.1 Nil.

Resources

6.2 The information required from Monitoring Officers is more detailed than previously required and this might mean more time is required to be spent completing the forms.

Legal

6.3 Nil.

Risk

6.4 It is hoped that the new arrangements help manage risk more effectively.

Equalities

6.5 The information contained in the new reports should help monitoring officers complete more fully Equality and Poverty Impact Assessments.

Sustainability/Environmental Impact

6.6 Nil.

7. Conclusions

7.1 The new reporting format for Following the Public Pound organisations will ensure the Committee has relevant information on the performance or organisations to which Council provides direct and in some cases substantial funding.

Director of Corporate of Housing Services

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Date: 6 September 2017

Appendices

Appendix 1 – Following the Public Pound Reporting Form

Appendix 2 – Reporting schedule.'

List of Background Papers:

The following papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act 1973:

- Audit Scotland Following the Public Pound 2004.

Procedural Note: Following the Public Pound For Monitoring Officers

Reporting to Members

The following guidance note is intended to be used as an approach for all reports presented to Elected Members in line with Following the Public Pound (FPP) regulations and Council procedure.

The organisations that on the whole fall into this category and thus will be reported on, include any organisation the Council gives funding to that is not subject to a formal tender process and where the value of the funding or support is over £10,000. This includes any support or resources in kind e.g. rental of premises etc.

The Monitoring Officer will provide information to Elected Members about the external organisations that we support. This will be based on the terms included in Joint Working Agreements which should have been agreed with the organisation following the decision of Council to award funding. The purpose of the report is to give Members enough information to allow them to scrutinise the use of public funds by each organisation.

Members should be presented with sufficient information to allow them to scrutinise:

1. The level of funding / support provided.
2. Why each organisation is funded and what are the terms of the management agreement we have with that organisation.
3. To what extent the organisation is delivering services or projects which help the Council achieve its priorities.
4. What is the funding used for?
5. Are performance standards being met and outcomes achieved?
6. Why is the service provided by an external organisation? - does this complement or duplicate other providers and how does this complement etc. service the Council itself provides?
7. What is the risk to the Council arising from funding the organisation, in terms of governance, finance and performance?
8. What are the agreed measures that are in place to mitigate these risks?
Highlight any potential challenges, opportunities etc that could affect the need for the service or the method of service delivery in the future.

FPP reports should be presented to Members on an annual basis. A reporting schedule for organisations will be prepared annually.

A cover report will be prepared for a group of organisations and based on subject or issue covered. This will include:

- Children and young people
- Public protection including alcohol and drugs, community justice
- Poverty and inequality
- Community development and empowerment
- Other including economic development etc.

Falkirk Council

Title: Following the Public Pound - Category
Meeting: Scrutiny Committee External
Date: xx
Submitted By: xx

1. Purpose of Report

1.1 The following report provides information under our Following the Public Pound arrangements for the period 1 April 20XX to 31 March 20XX for the following categories xxxxx i.e.

- Children and young people
- Public protection including alcohol and drugs, community justice
- Poverty and inequality
- Community develop and empowerment
- Other including economic development etc

2. Recommendation(s)

2.1 The Committee is invited to consider each organisation's report and select from the following options for each external organisation:

- 1) Approve the report and acknowledge progress by the external organisation in meeting Council priorities;
- 2) Request further information be provided to them on specific aspects of the service provided;
or
- 3) Request follow-up report for subsequent Scrutiny External Committee consideration on specific aspects of the organisations performance or on the organisation as a whole.

3. Background

Background to Following the Public Pound and the Councils responsibilities.
Note the key priorities, outcomes relating to that category e.g.

- children and young people
- Public protection including alcohol and drugs, community justice
- Poverty and inequality
- Community develop and empowerment
- Other including economic development etc.

The priorities and outcomes will be taken from the Corporate Plan.

Note of key strategies etc that guide the deliver of outcomes or priorities and their key actions.

The purpose of this is to provide Members with some context as to the provision of services by that organisation.

4. Considerations

Note each of the organisations considered in this category and the amount of funding allocated. Are there any inclusions or deletions from previous reports in this category?

Are there any significant changes to the way services have been or are going to be delivered to the group that will impact on these organisations?

Note the considerations that you want Members to take into account for the group as a whole.

5. Implications

Financial

5.1 State what financial implications arise from the report recommendations.

Resources

5.2 State what resource implications (such as staff and assets) arise from the report recommendations.

Legal

5.3 State what legal implications arise from the report recommendations.

Risk

5.4 State what risk implications arise from the report recommendations.

Equalities

5.5 State if an equality and poverty impact assessment was required. Where carried out provide details of the main findings.

Sustainability/Environmental Impact

5.6 State if a sustainability assessment has been completed as part of compiling the report and the main findings.

6. Conclusions

6.1 The conclusion should give an opinion in terms of the priorities and outcomes along with any key issues extracted from the individual report you want the Committee to consider.

Chief Executive/Director of Service

Author – Name, Title 01324 XXXXXX, full.email@falkirk.gov.uk

Date:

Appendices

The Following the Public Pound reporting statement should be attached as an appendix. This should be completed and discussed with organisation before committee

List of Background Papers:

The following papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act 1973:

Insert list here or None

FALKIRK COUNCIL
FOLLOWING THE PUBLIC POUND ANNUAL REPORTING STATEMENT 20XX/XX

Organisation Name	
Project	
Agreement Dates	
Name of Monitoring Officer	
A OVERALL ORGANISATION AIMS	
1. Summary of key aims & objectives of organisation	
2. What is the purpose of the funding provided by the Council?	

3. Why does the Council fund this?

4. How long has the Council funded this organisation to deliver this Service?

5. Set out the funding provided by the Council over the last five years.

Year	Annual Funding	Support in Kind	One Off Support

B SERVICE DELIVERY

1. What does the organisation deliver and to whom i.e. typical service users, customer group targeted etc?

2. How many people directly benefit from the organisation?

3. Set out what other similar and or complementary services are provided that are similar in function or support the same client / communities. Include any differences in service.

<p>4. How does this organisation support the Council achieve its priorities?</p>
<p>5. How are service users involved in the design and delivery of services?</p>
<p>6. What specific geographical areas does this service / organisation cover within the Council area?</p>
<p>C ASSESMENT OF PERFORMANCE</p>
<p>1. Set out current agreed performance information alongside previous years and future years. If there is any benchmarking information provide that. (Performance reports can be attached as appendices.)</p>

<p>2. Exception reporting - Note any areas where there is exceptional performance outstripping expectation or where performance is below what would be expected.</p>
<p>3. When was the last time the service was reviewed and what plans are there to review this?</p> <p>Date of most recent review -</p> <p>Next planned review -</p>
<p>4. Are there any improvements in efficiency or effectiveness that could be achieved?</p>
<p>5. Is the organisation covered by any external regulation or inspection? If so please provide a link to the most recent inspection report noting any improvements etc?</p>
<p>D FINANCIAL / RISK ASSESSMENT OVERVIEW</p>
<p>1. Set out Falkirk Council funding as a % of the organisations budget. Including financial and in kind contributions.</p>

2. List other sources of funding the organisation has and how much is provided by source.
3. What is the amount of uncommitted reserves held by the organisation?
4. What proportion of operation cost do reserves represent?
5. Last period of submitted audited accounts
6. What other services does the Council fund that are similar to this organisation including Council provision and to what level are those activities funded?
7. Future sustainability- Are there ways in which the organisation can improve resilience and decrease the money required from the Council?
8. How can reductions in funding be achieved?

9. What is the risk to the Council if these services are not funded?	
10. Overall risk rating (Low/Medium/High). Please note this should note the risk to the Council not the organisation.	
E	CONCLUSIONS
1. Summary of the future activities of the organisation that will allow services to continue to be delivered.	
F. Monitoring Officer Details	
Name:	
Designation:	
Service:	
Date of Report:	

Organisation	Monitoring Service	Report Date
Children and Young People		
Cluaran - (Barnardos - Teachers)	Children's Services	16 th November 2017
Speech and Language Therapy (NHS)	Children's Services	16 th November 2017
Children's Rights: Quarriers	Children's Services	16 th November 2017
Children's Rights: Who Cares Scotland	Children's Services	16 th November 2017
New Beginnings (Barnardo's)	Children's Services	16 th November 2017
Cluaran (Barnardos)	Children's Services	16 th November 2017
Axis (Barnardos)	Children's Services	16 th November 2017
Bo'ness Family Centre (Barnardos)	Children's Services	16 th November 2017
Signpost Time 4 Us Project	Children's Services	16 th November 2017
Aberlour Trust - CLASP(Camelon & Larbert)	Children's Services	16 th November 2017
Aberlour Trust - Langlees Family Centre	Children's Services	16 th November 2017
One Parent Families Scotland - Braes Family Centre	Children's Services	16 th November 2017
Home Start Denny	Children's Services	16 th November 2017
CHAS	Children's Services	16 th November 2017
Public Protection and Community Justice		
SACRO both projects	Children's Services	16 th November 2017
Forth Valley Family Support	Corporate and Housing Services	16 th November 2017
Committed to Ending Abuse (Falkirk & District Women's Aid)	Corporate and Housing Services	16 th November 2017
Central Scotland Fire and Rescue	Corporate and Housing Services	16 th November 2017
Falkirk Bid District - Taxi marshalling	Corporate and Housing Services	16 th November 2017
Poverty and Inequality		
LGBT Youth Scotland	Children's Services	January 2018
Salvation Army	Corporate and Housing Services	January 2018
G'mouth & Bo'ness CAB	Corporate and Housing Services	January 2018
Denny & Dunipace CAB	Corporate and Housing Services	January 2018
Armed Forces Project - Denny CAB	Corporate and Housing Services	January 2018
Falkirk CAB	Corporate and Housing Services	January 2018
MacMillam Money Matters	Corporate and Housing Services	January 2018
Action Group	Corporate and Housing Services	January 2018
Worker Education Association	Children's Services	January 2018
Central Scotland Regional Equality Council	Corporate and Housing Services	January 2018

Community Development and Empowerment		
CVS Falkirk & District (Core)	Corporate and Housing Services	January 2018
Community Councils	Corporate and Housing Services	January 2018
Kersiebank Community Project	Children's Services	January 2018
Dennyloanhead Community Hall Ltd	Children's Services	January 2018
The Powerstation	Children's Services	January 2018
Westquarter & Redding	Children's Services	January 2018
Dobbie Hall Trust	Children's Services	January 2018
Gala Days	Corporate and Housing Services	January 2018
Bo'ness Fair	Corporate and Housing Services	January 2018
Young Scot	Children's Services	January 2018
Denny Community Support Group	Children's Services	January 2018
Other including economic development		
Community Grants Programme (Small grants)	Corporate and Housing Services	January 2018
Falkirk Environment Trust	Development Services	January 2018
Visit Scotland - included in Service Savings	Development Services	January 2018
Falkirk Town Centre Management - included in service savings	Development Services	January 2018

This schedule will allow all organisations to report prior agreement of funding for 18/19.