



## COMMUNITY REGENERATION FUND / COMMUNITY VOICES PROGRAMME

### PROJECT ANNUAL REVIEW PROCESS 2006

Board Meeting – 28 September 2006

#### 1. PURPOSE OF REPORT

- 1.1 To present to the Community Planning Partnership (CPP) Board proposals for consideration regarding the arrangements for the Annual Review process in respect of the projects and initiatives funded via the Community Regeneration Fund (CRF) and Community Voices Programme (CVP) in 2006/07.

#### 2. BACKGROUND

- 2.1 When preparing the Regeneration Outcome Agreement (ROA), Community Planning Partners agreed to develop a two-year, rather than a three-year, funding package in order to align the CRF allocation for 2007/08 with the four-yearly review of the Community Plan Action Plans. Initially, the two-year funding package applied to all projects and initiatives supported via the CRF, with the exception of the following projects, which received three years funding:

- 'flagship' projects;
- community planning community capacity building projects; and
- core operating costs.

- 2.2 The future funding and sustainability of all CRF/CVP funded projects and initiatives were subsequently considered as part of the project Annual Review process carried out in October/November 2005. To ensure that those projects and initiatives, which continue to be funded beyond 31 March 2007, will address the priorities articulated in the Community Plan and contribute to meeting the outcomes of the thematic Action Plans, Community Planning Lead Officers were invited to attend the reviews relevant to the Action Plan for which they are lead officer.

- 2.3 In addition to highlighting overall project performance and activity, the Annual Review process afforded Lead Officers the opportunity to take a view on:

- which projects link effectively to the Community Plan Action Plans and should continue to be funded;
- which projects should no longer receive funding after 2006/07; and
- which projects should continue but should be either mainstreamed to ensure sustainability or access alternative funding.

- 2.4 Where it was recommended that a project should cease because it no longer addresses the priorities of the Community Plan, Lead Officers were requested to identify appropriate assistance to support the exit process.

- 2.5 The CPP Board met in March 2006 to consider the outcome of the Annual Review process and the thematic Project Review Groups' recommendations. The Board endorsed a proposal to allocate 2007/08 funds to those projects which secured maximum points during the review process.

- 2.6 The future funding and sustainability of the remaining CRF projects and initiatives continue to be considered as part of the wider Community Plan Review process.
- 2.7 Where successful initiatives are delivering essential, high quality services which directly link in to Community Planning priorities, the desire exists to mainstream these services, where possible, beyond 2007/08. However, this desire is counterbalanced by the reality of declining budgets across all Community Planning Partner agencies and the continuing challenges presented by short-term funding allocations.

### **3. PROPOSED ANNUAL REVIEW PROCESS 2006**

- 3.1 As part of the financial and performance monitoring procedures, all CRF and CVP funded projects and initiatives have in the past required to participate in the Annual Review process in October/November each year. There are currently 47 projects and initiatives funded via CRF/CVP resources, 13 of which have already had CRF financial allocations approved by the CPP Board for 2007/08.
- 3.2 To ensure a more streamlined approach to the annual review process, and allow the overall process to be progressed timeously, the following review process will be progressed. This revised process, detailed below, will streamline the project review process, while continuing to maintain its effectiveness.
- 3.3 The revised review process for 2006 is presented under the following categories:
- 'Flagship' projects;
  - Community capacity building/monitoring and evaluation projects;
  - Exiting projects; and
  - Projects requiring further review.

#### **'Flagship' projects**

- 3.4 At its meeting of 9 March 2006, the CPP Board approved CRF/CVP resources in 2007/08 for 'flagship' projects and initiatives.
- 3.5 Consequently, there will be no requirement for 'flagship' projects to participate in an Annual Review meeting with an appropriate Project Review Group in 2006. The exception would be in the case of New Sporting Futures, which is a new CRF funded project in the 2006/07 programme and would require, in this instance, to meet with a thematic Project Review Group.
- 3.6 However, 'flagship' projects will be requested to prepare and submit a written Progress Report for 2006/07 to the Community Planning and Partnership Unit for consideration. A consolidated report will then be submitted to the CPP Board for endorsement. The Project Progress Report 2006/07 would require to include a summary of performance and financial information, which reflects:
- progress and achievement against agreed outcomes in 2006/07 to date;
  - future planned activity linked to local and national priorities;
  - examples of good practice;
  - plans for sustainability beyond 31 March 2008; and
  - a range of information to meet the requirements of Communities Scotland's reporting requirements, including numerical milestones and key events; and

evidence of how the project applies the National Standards for Community Engagement and addresses equalities issues, where applicable.

- 3.7 It is anticipated that this information will be readily available to 'flagship projects' and not be a significant piece of work.

### **Community capacity building/monitoring and evaluation projects**

- 3.8 Although both the Federations of Community Groups have been allocated CVP resources by the CPP Board in 2007/08 to support core activity and the sustained employment of their respective Development Workers, each Federation will be requested to participate in the Annual Review process by meeting with the appropriate Project Review Group, which, in particular, will provide an opportunity to discuss the future development of a Partnership Agreement.
- 3.9 In respect of the Funding and Sustainability Worker post as well as the Research Officer post, a detailed Workplan for 2007/08 for both these posts should be prepared and submitted for consideration to the Community Planning and Partnership Unit. The summary outputs from each workplan will be included in the composite report to the CPP Board. As a result of this, it will not be necessary to meet with either of these projects at this time.

### **Proposed 'exiting' projects**

- 3.10 Following the Annual Project Review process in 2005, the thematic Project Review Groups provided recommendations in respect of which projects should no longer receive CRF funding at 31 March 2007.
- 3.11 The Chair of the CPP Board, the Leader of the Council, as Chair of the Community Planning Core Partners' Group and East Ayrshire Council's Depute Chief Executive met with the Council's Executive Directors, in early September 2006, to ensure support for the effective management of identified projects recommended for exit from the CRF programme. In addition, the Council's Corporate Management Team (CMT) has agreed that once the CPP Board makes the decision on those projects planned to exit CRF/CVP resources at the end of 2006/07, a nominated Lead Officer from the appropriate Council department/Partner agency will be identified to support projects throughout the exit process.
- 3.12 In addition, Community Planning Partnership Unit (CPPU) monitoring staff will arrange to meet with each of the projects no longer receiving CRF/CVP resources beyond the 2006/07 funding allocation during January 2007 to ensure that project responsibilities in respect of CRF/CVP financial and performance monitoring requirements are completed, including the delivery of the agreed outputs which contribute to the outcomes identified in the ROA. As a consequence, there is no requirement for these projects to participate in the formal Annual Review process. A list of these projects is attached to the CPP Board Finance Report at Appendix 2.

### **Projects requiring further review**

- 3.13 CRF/CVP funded projects, which have not been identified as either 'flagship', 'community capacity building/monitoring support' or 'exiting' projects will require to meet formally with the appropriate thematic Project Review Group, comprising a Community Planning Lead Officer, members of the CPP Board, Community Representatives and appropriate staff from the CPPU. These projects, identified in

the appendix to this report, will require to deliver a presentation and prepare a written report, which will provide the information listed at 3.6 of this report.

3.14 It is proposed that the thematic Project Review Groups will apply the same scoring criteria used during the 2005 Project Annual Review process as follows:

- project performance to date;
- strategic fit with local and national priorities; and
- value for money (funding leverage).

The Project Review Groups will also consider additional and relevant information provided by the projects and initiatives during the review process.

3.15 It is further proposed that the Chair of the CPP Board and the Operational Sub-group are remitted to consider and approve funding allocations for projects receiving a positive recommendation from their Annual Review meeting. This will ensure continuity of service for projects into 2007/08.

3.16 It is proposed that the recommendations approved by of the Chair of the CPP Board and the Operational Sub-group in respect of the CRF/CVP funded projects are presented retrospectively to the CPP Board for endorsement at its meeting on 14 December 2006.

3.17 Where the recommendation arising from the Project Annual Review meeting is for funding to cease at the end of March 2007, the recommendation will require to be considered at a special CPP Board convened for that purpose, date to be arranged. For those projects recommended for exit from the CRF programme at 31 March 2007, this will provide sufficient time for projects to make the necessary arrangements to fulfil their contractual obligations regarding staff posts, which are funded via CRF resources.

#### **4. RECOMMENDATIONS**

4.1 It is recommended that the CPP Board:

- i) endorses the proposals to streamline the CRF/CVP Project Annual Review process in 2006;
- ii) agrees to receive a consolidated Progress Report in respect of 'flagship' projects and the posts funded by CRF resources in 2006/07 identified at 3.9 at a future meeting of the Board;
- iii) endorses the proposals that a nominated Lead Officer from the appropriate Council Department/Partner Agency should be appointed to support projects whose funding will cease at 31 March 2007 through the exit process, and that there is no requirement for exiting projects to participate in the formal Annual Review process;
- iv) approves the list of projects requiring further review attached at the Appendix to this report;
- v) endorses the proposed scoring criteria to be used as part of the Annual Review process identified at 3.14;
- vi) remits the Chair of the CPP Board and the Operational Sub-group to consider and approve funding allocations for projects receiving a positive recommendation from the Annual Review meeting, which should be presented retrospectively to the CPP Board at its meeting on 14 December 2006;

- vii) agrees to consider recommendations in respect of projects exiting the CRF programme at 31 March 2007 at a special meeting of the CPP Board; and
- viii) otherwise, notes the content of the report.

**Gwen Barker**  
**Community Planning and Partnership Manager**  
**11 September 2006**

**EAST AYRSHIRE COMMUNITY PLANNING PARTNERSHIP (CPP)  
COMMUNITY REGENERATION FUND (CRF)/COMMUNITY VOICES PROGRAMME (CVP)  
2006/07**

**PROPOSED PROJECTS REQUIRING TO ATTEND ANNUAL REVIEW MEETINGS IN 2006**

**Projects required to attend Annual Review Meetings**

- Additional Police Resources
- Auchinleck One Stop Shop
- Breakfast Clubs
- Business Technology Training Centre (BTTC)
- CCTV
- Coalfield Communities Federation
- CONDUIT
- Conservation Area Regeneration Scheme (CARS) –  
Catrine/Kilmarnock Town Centre
- Dalmellington Youth Centre (The Zone)
- East Ayrshire JobRotation
- East Ayrshire Woodlands
- Environmental Hit Squad
- Ethnic Minority Inclusion
- ICT in the Community
- New Sporting Futures
- North Federation
- Play and Activity Motivator (Early Years)
- Swimming Pool Development Programme
- Transport for Netherthird Nursery and Family Centre
- Wraparound Early Years Care
- Youth Outreach