
Report	Policy and Resources Committee	Date:	26 March 2019
Report By:	Grant McGovern Head of Inclusive Education, Culture & Communities	Report No:	PR/10/19/HS
Contact Officer:	Hugh Scott	Contact No:	5459
Subject:	Developing Participatory Budgeting in Inverclyde		

1.0 PURPOSE

- 1.1 The purpose of this report is to provide the Committee with an update on the progress of the Phase 1 Participatory Budgeting (PB) model pilot previously agreed to develop approaches to support decentralisation of budgets and enhance community empowerment.

It is also the purpose of this report to provide an update on the outcome of the public consultation events to support the application of grant awards to community groups from both the Community Fund (£350K) and Poverty Initiative Fund (£100K) through the agreed Community Choices Framework developed as Phase 1 of an Inverclyde Participatory Budgeting model.

2.0 SUMMARY

- 2.1 The Community Empowerment (Scotland) Act 2015 requires that Inverclyde Council develops and implements a framework that enables local people to have a direct say in how defined public budgets can be used to address local priorities. Following discussion at the Inverclyde Alliance Board (11 December 2017), a report on the Community Choices Framework was agreed as a phased approach to the implementation of Participatory Budgeting/Community Choices budgeting through a process of community engagement.

In its 2018 – 19 budget, Inverclyde Council agreed to provide £350,000 (£50,000 per ward) to be distributed through the Community Choices Framework. Additionally, agreement was given to the allocation of £100K from the Community Initiatives Fund, which had been previously agreed by the Committee in March 2017, to support local projects to alleviate poverty.

On 7 August 2018, the Policy and Resources Committee agreed to the implementation of a three phase development of an Inverclyde PB model. Details of the pilot format, bid criteria, funding limits and the proposed communication and engagement plan are available at:

<https://www.inverclyde.gov.uk/meetings/meeting/2080>, (see PR/20/28/GM/HS).

- 2.2 The Communications and Engagement Plan outlined in the report has delivered a consistent approach to branding and messaging and combined a range of strategies including community engagement events and other print and online resources, to encourage residents and community groups to take part in the participatory budgeting consultation. This was co-ordinated by staff from the Corporate Communications Team.
- 2.3 Community Learning and Development's (CLD) Community Capacity Team led on the community consultations of Inverclyde's first phase of participatory budgeting in partnership

with partners providing promotional support. The Community Capacity Team engaged with every community hub, Community Councils, faith groups, many uniformed and youth organisations and a range of 3rd sector providers.

- 2.4 Interest was initially slow but built over the weeks as word got out, largely through the work of CLD Community Engagement and Development Workers. Workers were able to follow up initial interest, speaking to potential applicants individually and encouraging people to submit. This was resource heavy but paid dividends with many groups submitting bids which might otherwise not have happened.
- 2.5 In addition to the sixteen advertised sessions, a further three were added in Ward 2 and one in Ward 5. Thirty-eight groups and organisations requested one-to-one support sessions with most subsequently submitting an application.
- 2.6 Scrutiny of the thirty-six applications identified a number that did not meet the agreed criteria with the remaining applications continuing to the voting phase in March 2019. Those projects included three that were specifically aimed at the reduction of poverty.
- 2.7 Arrangements for voting on the proposed projects or initiatives by the public following the initial scrutiny process were as detailed in section 5.7 of this report. The dual voting mechanism described provided each Ward with a main event and staff-manning voting boxes in outlying areas. To maximise participation Inverclyde's Corporate Communication Team worked in parallel with the CLD Community Engagement Team as did Your Voice and the Carers' Centre to promote the events through their registered service users/client lists.
- 2.8 There were 36 applications received with 34 submitted to the public vote following the criteria scrutiny process. Following the community voting process, 25 projects/initiatives were successful in their application. The allocation of funding to those groups will be completed by the end of March 2019.
- 2.9 As the PB SLWG look to establish a long-term, sustainable PB model that is appropriate to Inverclyde's particular circumstances, the next step will be to review the process to date to inform future developments with a particular focus on the application process, the effectiveness of the community engagement and the voting process.

3.0 RECOMMENDATIONS

3.1 That the Committee:

- a) Notes the content of this report and the planned release of funding to the successful community groups by the end of March 2019;
- b) Notes the consultation, communications and engagement methods, audiences and key approaches outlined in this report, and the timetable for community events in each Ward;
- c) Notes the planned next steps for development and implementation of the Phase 2 process to implement an appropriate Inverclyde PB model.

Grant McGovern
Head of Inclusive Education, Culture and Communities

4.0 BACKGROUND

- 4.1 Participatory Budgeting (PB) is local people deciding on how to allocate part of a public budget. The Community Empowerment (Scotland) Act 2015 provides a range of new powers to strengthen the voices of communities in the decisions that matter to them. It makes particular provisions on participation in public decision making, and the role that Participatory Budgeting can play in this.
- 4.2 Nationally, there is a COSLA and Scottish Government agreement for 1% of a local authority's budget to be decided using Participatory Budgeting by 2020/21.
- 4.3 A number of local authorities have used the PB model to focus mainly on small grant giving in areas such as community safety, local environmental issues, etc, rather than involving the public in decisions on mainstream budgets. This would be inappropriate for the full implementation of PB which requires that 1% of the Council's budget is included in the process – this would be £1.9M for Inverclyde.
- 4.4 On 7 August 2018 the Corporate Management Team agreed that a model of delivery would be piloted by Inverclyde Council's Community Learning and Development Team to spend £350,000 allocated as a Community Fund in the Council's 2018/19 budget.

The evidence gathered from Our Place Our Future community consultation results will inform the identification of priorities that:

- **Promote positive mental health and wellbeing in Inverclyde** – examples include: dementia friendly activities/projects, ideas that promote volunteering opportunities, ideas which help build skills, confidence and resilience within the community and community growing initiatives.
- **Support the development of a more positive environment** – examples include environmental clean-ups, development of community facilities and public spaces, anti-litter campaigns.
- **Bring people together** – examples include developing new activities, ideas which support intergenerational activities, events which bring local communities together, ideas which promote the use of facilities, amenities and services and consultations in local need. Ideas which reduce social exclusion.

At the Council Budget Meeting on 16 February 2017 it was agreed to set up an Anti-Poverty Fund using the existing Welfare Reforms Policy Earmarked reserve plus an additional £200,000 allocated from Reserves giving a fund total of £1.0million. At the subsequent meeting of the Policy and Resources Committee (March 2017), Members agreed that £100K of the Anti-Poverty Fund would be allocated to a Community Initiatives Fund to support locally based anti-poverty initiatives. The meeting of the Policy and Resources Committee on 7 August 2018 also agreed that this funding would be included in the proposed PB process with the funding being specifically targeted to community projects in the three Community Planning (CP) Localities rather than the Ward based approach recommended for the Community Fund.

The CP localities are Port Glasgow, Greenock East and Central and Greenock South and South West.

For further detail on the proposal, including arrangements for funding allocation and criteria see PR/20/28/GM/HS, <https://www.inverclyde.gov.uk/meetings/meeting/2080>.

5.0 THE PHASE 1 PARTICIPATORY BUDGETING PROCESS

- 5.1 The application phase of Inverclyde Council's Participatory Budgeting (PB) pilot drew to an end on Friday, 23 November with 36 applications having been submitted from across the

authority area.

- 5.2 Community Learning and Development (CLD) staff engaged with every community hub, Community Councils, faith groups, many uniformed and youth organisations and a range of 3rd sector providers.
- 5.3 Interest was initially slow but built over the weeks as word got out, largely through the work of CLD Community Engagement and Development Workers. Workers were able to follow up initial interest, speaking to potential applicants individually and encouraging people to submit. This was resource heavy but paid dividends with many groups deciding to bid which might otherwise not have.
- 5.4 In addition to the sixteen advertised sessions, a further three were added in Ward 2 and one in Ward 5. Thirty-eight groups and organisations requested one-to-one support sessions with most subsequently submitting an application. The process to date has been successful in engaging with individuals and groups with whom CLD had no previous working links which has facilitated the development of relationships and is encouraging future partnership working.
- 5.5 The process to date has been successful in engaging with individuals and a range of community groups including those that had no previous working links with CLD. It is hoped that engagement in this process will help build relationships and enhance future PB and community development work.

5.6 Applications Received

The total number of applications received was thirty six

Applications (by Ward)	
1 East	5
2 East Central	4
3 Central	7
4 North	8
5 West	5
6 South West	5
7 South	2
Total	36

Applications were submitted by a range of individuals to constituted groups. Examples of proposed initiatives include:

- Holidays for families in deprivation;
- Facility upgrades;
- Community Theatre resources;
- Development of social enterprises;
- Workshops for those impacted by poor mental health;
- IT resources;
- Lunch clubs;
- Community mini-bus;
- Universal Credit Support Hub; and
- Community Music events.

The total funding requested on the initial submission for projects under the Community Fund was £391.5K. For those projects or initiatives to target poverty, funding requests totalled £100K. It should however be noted that not all of the proposed initiatives met the previously agreed criteria (see Section 4.4).

5.7 Arrangements for voting on the proposed projects or initiatives by the public following the initial scrutiny process were as detailed in the table below. These arrangements were designed to minimise the need for those participating to travel distances and also to ensure that the process is as inclusive as possible. To support that aspiration, the CLD Community Engagement Team worked with Your Voice and the Carers' Centre to promote the events through their registered service users/client lists. The outlined process was designed to encourage participation across the wider Council including the Inverclyde villages. The dual voting mechanism detailed below was in place with main events and staff-manning voting boxes in outlying areas.

	VOTING/MANNED STANDS	VOTING BOX ONLY
WARD 1	Port Glasgow Town Hall Thursday 7 th March 2019 6.00pm – 8.00pm	Kilmacolm Community Centre Tuesday 5 th March 2019 4.30pm – 6.30pm
WARD 2	Port Glasgow Town Hall Thursday 7 th March 2019 6.00pm – 8.00pm	Port Glasgow I Zone (Dubbs Place) Wednesday 6 th March 2019 2.00pm – 4.00pm
WARD 3	Notre Dame HS Wednesday 6 th March 2019 6.00pm – 8.00pm	Crawfurdsburn Community Centre Monday 4 th March 2019 4.30pm – 6.30pm
WARD 4	Notre Dame HS Wednesday 6 th March 2019 6.00pm – 8.00pm	Customer Contact Centre Tuesday 5 th March 2019 12noon – 2.00pm
WARD 5	Gourock I Zone (King Street) Saturday 2 nd March 2019 11.00am – 1.00pm	Gourock I Zone (King Street) Friday 1 st March 2019 4.30pm – 6.30pm
WARD 6	Inverclyde Academy Sunday 3 rd March 2019 11.00am – 1.00pm	Inverkip Hub Friday 1 st March 2019 2.00pm – 4.00pm
WARD 7	Inverclyde Academy Sunday 3 rd March 2019 11.00am – 1.00pm	Inverkip Hub Thursday 28 th February 2019 4.00pm – 6.00pm

Information at each venue informed voters that:

- Voting paperwork would give a brief description on all Ward applications and the value being requested;
- All voters would be required to provide their name/address and sign a declaration that they live in the Council Ward for which they are voting;
- Voting forms would be available at each venue;
- There will be only one vote per person;
- Voting forms will allow voters to rank their application preference - 1st, 2nd and 3rd;
- Groups must achieve 10% of the votes cast to be eligible for funding. Where this criterion is met those groups with the highest number of weighted votes will be awarded funding in rank order up to the maximum of £50K per Ward.

While applicants were aware that Inverclyde Council would provide press coverage of the events, it was the responsibility the groups to promote their application and encourage supporters to attend a venue and cast their vote. Inverclyde's Corporate Communication Team issued a press release informing Inverclyde residents of the above arrangements. The release also included details of the projects and initiatives being presented for public vote.

5.8 There were 36 applications received with 34 submitted to the public vote following the criteria scrutiny process. Following the community voting process, 25 projects/initiatives were successful in their application. There was subsequently a total of £253K allocated through the Phase 1 process. Funding previously awarded to organisations through GtVO was taken into account in the allocation of funding for projects that were deemed to be

duplication. Unallocated funding will be carried forward to the Phase 2 pilot.

A summary of the grant allocations to those projects or initiatives successful in their application is attached as Appendix 1. The funding to successful community groups will be distributed by the end of March 2019.

5.9 As previously noted, the primary purpose of the PB Phase 1 pilot was to support the development of a model that best suited Inverclyde's circumstances and provided an opportunity for direct community engagement in the allocation of service provision and funding. In that regard, it is the view of officers that the Phase 1 pilot has been successful and the PB Steering Group will now look to review and evaluate the Phase 1 process and take the learning forward to the Phase 2 implementation, particularly in:

- The application process;
- The effectiveness of the community engagement progress;
- The communication strategy;
- The voting process; and
- The integration with the implementation of six Locality Areas across Inverclyde.

While the community events were considered to be relatively successful, it should be noted that Phase 2 will also look to encourage wider community participation in the voting process through on-line and postal options as well as a wider range of community engagement strategies.

The steering group also looks to continue to learn from the experiences of other local authorities identified as having embedded good practice in their participatory budgeting models.

5.10 Directorate Management Teams (DMT) have been asked to identify areas of service provision or grant/award funding that could be considered for inclusion in the Phase 2 PB pilot of Inverclyde's PB model. Similarly, CPP members have been asked to identify areas of their service provision that might be considered for inclusion in the Phase 2 model.

Detailed proposals for the Phase 2 pilot will be submitted to the next meeting of the Committee in May 2019.

6.0 IMPLICATIONS

6.1 Finance

6.2 Financial Implications:

The costs below were approved as part of the Council's 2018-19 budget and are included for the benefit of Members.

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (If Applicable)	Other Comments
EMR		2018-19	350,000	N/A	
EMR	Welfare Reform	2018-19	100,000	N/A	Community Based Anti-poverty initiatives

One off Costs:

Annually Recurring Costs/(Savings):

Public Engagement Events, communications and administration costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
Budget Development EMR		2018 - 19	Up to £5000		Facilities hire, promotion, etc.

6.3 Legal

N/A

6.4 Equalities

Has an Equality Impact Assessment been carried out?

YES (see attached appendix)

NO – Will be carried out by the short-life working group at a later date.

6.5 Repopulation

Well planned and effective engagement in the PB process for residents and community groups will enhance Inverclyde's reputation as a place to live and work.

7.0 CONSULTATIONS

7.1 There have been a variety of consultation events across Inverclyde as detailed in the report.

8.0 LIST OF BACKGROUND OF PAPERS

8.1 None

Ward 1	Allocation	Total Votes	No of People Voting	Votes Cast (x3)	Eligibility Threshold (10%)
Port Glasgow Community Association	£13,000.00	8	26	78	8
Greenock Morton Community Trust	£13,049.00	13	See Note 1		
Kilmacolm Art Class	£500.00	17			
Kilmacolm Playgroup and Toddlers	£3,760.34	23			
St Marys Episcopal Church	£1,410.00	15			
Allocation	£31,719.34				
Ward 2	Allocation	Total Votes	No of People Voting	Votes Cast (x3)	Eligibility Threshold (10%)
Gibshill Community Centre	£16,004.00	60	131	393	40
Parklea Bowling Club	£2,100.00	63			
Port Glasgow Bowling Club	£12,300.00	109			
Port Glasgow West Community Council	£13,000.00	81			
Allocation	£43,404.00				
Ward 3	Allocation	Total Votes	No of People Voting	Votes Cast (x3)	Eligibility Threshold (10%)
Auchmountain Resource Centre	£7,150.00	102	147	441	45
Craigend Resource Centre	£25,200.00	88			
Kings Oak Parent Circle	£2,000.00	68			
Auchmountain Glen Project	£10,000.00	71			
Allocation	£44,350.00				
Inverclyde Music Festival Association	£2,000.00	24	See note 3		
Belville Community Garden Trust	£12,600.00	61	See Note 2		
Unallocated	£14,600.00				
Ward 4	Allocation	Total Votes	No of People Voting	Votes Cast (x3)	Eligibility Threshold (10%)
Caddlehill Allotment & Gardens	£7,000.00	37	84	252	26
Fort Matilda Bowling Club	£25,000.00	38			
Clydeside Athletic FC	£2,387.60	26			
Allocation	£34,387.60				
49f Greenock Squadron ATC	£10,823.00	23	See note 3		
Greenock Central Residents Action Group	£26,009.74	15			
Mind Mosaic Counselling & Therapy	£12,600.00	15			
RIG Arts	£5,311.00	20			
Unallocated	£54,743.74				

Ward 5	Allocation	Total Votes	No of People Voting	Votes Cast (x3)	Eligibility Threshold (10%)
Gourock Golf Club	£16,589.00	154	225	675	68
Gourock Park Bowling Club	£15,200.00	147			
Gourock Heritage & Arts	£16,896.00	94			
Allocation	£31,789.00				
Gourock Creative	£23,500.00	75	See Note 2		
Inverclyde Cricket Club	£1,740.00	91			
Unallocated	£25,240.00				
Ward 6	Allocation	Total votes	No of People Voting	Votes Cast (x3)	Eligibility Threshold (10%)
33rd Greenock & District Scout Group	£9,065.00	72	157	471	48
Children in Poverty	£9,375.00	91			
Inverkip Community Initiative	£12,000.00	103			
Wemyss Bay Community Association	£10,000.00	97			
Allocation	£40,440.00				
Branchton Community Centre	£10,000.00	41	See note 3		
Unallocated	£10,000.00				
Ward 7	Allocation	Total Votes	No of People Voting	Votes Cast (x3)	Eligibility Threshold (10%)
Alzheimer Scotland - Action on Dementia	£2,000.00	17	17	51	6
Inverclyde Gaelic Learners Group	£25,000.00	15			
Allocation	£27,000.00				
<p>Note 1: Voters present at each event were able to cast their preference votes (1-3). The "Eligibility Threshold" is calculated as 10% the total number of available preference votes. When the total funding allocation for eligible projects in each Ward exceeds £50K, the Rank Order is determined using a 3/2/1 points weighting.</p>		<p>Funding: Total available: £350,000; Total allocated: £253,090; Total carried forward to Phase 2: £96,910.</p>			
<p>Note 2: The projects listed did not receive a grant allocation. While they achieved the required 10% of the community vote, their rank order would have exceeded the £50K per Ward allocation. Please note projects listed in rank order after weightings applied.</p>					
<p>Note 3: The projects listed did not qualify for grant funding on the 10% community vote criterion.</p>					