



***Delegated Decisions by Cabinet Member for Adult
Social Care***

Wednesday, 19 April 2017 at 9.00 am

Room 1 - County Hall, New Road, Oxford OX1 1ND

Items for Decision

The items for decision under individual Cabinet Members' delegated powers are listed overleaf, with indicative timings, and the related reports are attached. Decisions taken will become effective at the end of the working day on Thursday 27 April unless called in by that date for review by the appropriate Scrutiny Committee.

Copies of the reports are circulated (by e-mail) to all members of the County Council.

These proceedings are open to the public

A handwritten signature in black ink that reads "Peter G. Clark".

Peter G. Clark
Chief Executive

April 2017

Committee Officer: **Colm Ó Caomhánaigh**
Tel: 07393 001089; E-Mail: julie.dean@oxfordshire.gov.uk

Note: Date of next meeting: 25 April 2017

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, but please give as much notice as possible before the meeting.

Items for Decision

1. **Declarations of Interest**
2. **Question from County Councillors**

Any county councillor may, by giving notice to the Proper Officer by 9 am two working days before the meeting, ask a question on any matter in respect of the Cabinet Member's delegated powers.

The number of questions which may be asked by any councillor at any one meeting is limited to two (or one question with notice and a supplementary question at the meeting) and the time for questions will be limited to 30 minutes in total. As with questions at Council, any questions which remain unanswered at the end of this item will receive a written response.

Questions submitted prior to the agenda being despatched are shown below and will be the subject of a response from the appropriate Cabinet Member or such other councillor or officer as is determined by the Cabinet Member, and shall not be the subject of further debate at this meeting. Questions received after the despatch of the agenda, but before the deadline, will be shown on the Schedule of Addenda circulated at the meeting, together with any written response which is available at that time.

3. **Petitions and Public Address**
4. **Daytime Support Transition Grant Awards** (Pages 1 - 30)

Forward Plan Ref: 2017/030

Contact: Sophie Kendall, Senior Commissioning Officer

Email: sophie.kendall@oxfordshire.gov.uk Tel: 07584 151 145.

Report by the Deputy Director Joint Commissioning (**CMDASC4**)

The Daytime Support Transition Fund was open to applications from all community and voluntary organisations providing currently contracted daytime support services. The aim of the funding is to enable these services to move to more self-sustaining models as their contracts end at the end of August 2017.

As per the agreed cross-party panel decision making process, the cross-party panel reviewed the applications and assessed them against the grant criteria as set out in the guidance. This process was supported by officer recommendations.

This paper sets out the cross-party panel's final recommendations for allocation of the Transition Fund in 2017, for delegated decision by the Cabinet Member for Adult Social Care.

The Cabinet Member for Adult Social Care is RECOMMENDED to:

- (a) **Endorse the process followed and the criteria set out in the report for the determination of grants**

- (b) Approve for funding the bids listed under 26 (a) above**
 - (c) Approve for funding the bids listed under 26 (b) above, subject to conditions as set out in the cross-party panel recommendations (Annex 2).**
 - (d) Approve the recommended funding amount for the bids listed under 26 (c) above**
 - (e) Approve the recommended funding amount for the bids listed under 26 (d) above, subject to conditions as set out in the cross-party panel recommendations (Annex 2)**
 - (f) Decline for funding the bid listed under 26 (e) above**
 - (g) Require all services to provide sustainability plans in November 2017, as a condition of funding (as set out under 28 above)**
-

This page is intentionally left blank

Division(s): N/A

Delegated Decisions by Cabinet Member for Adult Social Care – Wednesday 17th April 2017

Daytime Support Transition Grant Awards

Report by Benedict Leigh, Deputy Director Joint Commissioning

Introduction

1. The Daytime Support Transition Fund was open to applications from all community and voluntary organisations providing currently contracted daytime support services, to apply on behalf of these services. The aim of the funding is to enable these services to move to more self-sustaining models as their contracts end on 31st August 2017.
2. As per the agreed cross-party panel decision making process, the cross-party panel reviewed the applications and assessed them against the grant criteria as set out in the guidance. This process was supported by officer recommendations.
3. This paper sets out the final cross-party panel recommendations for allocation of the Transition Fund in 2017, for delegated decision by the Cabinet Member for Adult Social Care.

Background

4. Daytime support is an important part of the lives of many people. It provides vital links to the community that help people to live independent and fulfilling lives. As demand for social care grows and government funding reduces, we need to make sure that daytime support is fit for the future and sustainable over the longer term. Following the decisions made at Cabinet in January and full council in February 2017, we are now implementing a new, flexible countywide system of daytime support in Oxfordshire.
5. Oxfordshire's voluntary sector delivers excellent support to many vulnerable people; and the majority do so without funding from Oxfordshire County Council.
6. Currently funded daytime support voluntary sector services' funding is guaranteed until end of August 2017, when their contracts end. We want as many of the voluntary sector providers partly funded by us to continue as possible, but recognise that this is a decision for individual organisations.
7. Community and voluntary organisations providing currently funded daytime support have therefore been eligible to apply to the Transition Fund for

transition funding, to enable them to transition to more self-sustaining models as their contracts end.

8. The Sustainability and Innovation Funds will be open to all voluntary and community groups supporting people in Oxfordshire. These will be awarded in 2018, alongside additional transition support.

Our approach

9. We recognise the importance of supporting and enabling currently funded services to transition to more self-sustaining models. We are providing £550,000 in a Transition Fund for the next two years.
10. £300,000 is available for currently funded services for 1st September 2017 to 31st March 2018. Applicants were asked to outline how they would use the funding applied for to work towards becoming self-sustaining. It will be awarded in time for current funding ending; to start on 1st September 2017.
11. Alongside the Sustainability Fund, there will be £250,000 in available in the Transition Fund for 2018/19. This will enable the awarding of some additional support to those services which have become more self-sustaining in 2017/18, but require some further support before they can be fully self-sustaining.
12. Support has been and continues to be available to voluntary and community organisations, and communities and groups, through Oxfordshire Community and Voluntary Action. They have been supporting currently funded services to submit their applications, and will further support them to develop and action their sustainability plans throughout this transition period. This includes working with those services which currently rely on transport from the council, to identify alternatives.

Process

13. Applications to the fund were open from Wednesday 15th February to Wednesday 29th March 2017.
14. These applications were assessed by the cross-party panel against the criteria outlined in the guidance notes at Annex 1.
15. Applicants, along with their local county councillor, will be notified by e-mail of the Cabinet decision.
16. Applicants will be notified of the decision by the end of April/beginning of May 2017.
17. Funding arrangements will be made in May/June, to start on 1st September 2017, following the ending of current contracts on 31st August 2017.

18. This Transition Fund grant period ends on 31st March 2018. Organisations will be able to apply to the Sustainability, Innovation and Transition Funds in late 2017, for funding to start in 2018/19.

Criteria

19. The application process was open to all currently funded community and voluntary daytime support services, whose funding from us ends in August 2017. The aim of this funding is to support these services to continue to exist and flourish across Oxfordshire. The following criteria were set out alongside the application form (see Annex 1).
20. These daytime support services support people to live well in their local communities. They need to offer **what people have told us they need** from daytime support. In the case of these services, this is mostly: social contact; getting out of the house; maintaining independence; seeing friends; having a meal.
21. They also need to be **rooted in local communities**; this means well-used; connected to and supported by local organisations, people and businesses; linked to other local support and opportunities; and supported by volunteers.
22. We will prioritise the transition grant funding at supporting those services which require this financial support to enable them to transition to increased self-sustainability as their contracts end.
23. We will judge applications according to both:
1. The **need for the service**, including
 - Increased risk of multiple deprivations, with reduced alternative opportunities for daytime support.
 - Increased risk of loneliness and isolation, with increased need for daytime support.
 2. The **need for our financial support**, including:
 - The service is providing support in an area/to people at risk of multiple deprivations, and is unable to become self-sustaining through combinations such as increasing charges and fundraising.
 - The service is already good value for money, largely volunteer-run and raises significant income through fundraising, but there are critical expenses which it cannot cover without this transition funding as their contracts end.
 - The service is provided by a community/voluntary organisation which cannot reasonably rely on its own resources to support its transition to a more self-sustaining model.

Assessment of applications

24. Of the 47 currently contracted community and voluntary daytime support services, there were applications on behalf of 41 services (including one merger within Age UK services).
25. There were 6 services which did not bid. These were as follows:
 - a. Alzheimer's Day Support in Abingdon, provided by the Alzheimer's Society
 - b. Bampton Bush Day Centre (independent)
 - c. Fielding Lunch Club (independent)
 - d. Lake House (Adderbury, Banbury), provided by the Order of St John Care Trust
 - e. Open Access self-help group, provided by Leonard Cheshire
 - f. Tryard Disability Group, provided by Leonard Cheshire
26. The information provided in the application for Marston Court day centre – provided by Order of St John Care Trust – was not sufficient to evaluate this bid. Further information has been requested.
27. Having carefully assessed all the bids received against the established criteria, the cross-party panel are recommending the following. Details of the cross-party panel recommendations are set out in Annex 2.
 - (a) To approve the requested funding the following bids:
 - (1) Age UK services
 - (2) Bromsgrove Day Centre
 - (3) Charlbury Day Centre
 - (4) Chinnor Day Centre
 - (5) Cluster Care Group
 - (6) Daybreak services
 - (7) Hook Norton Day Centre
 - (8) RVS Cornhill
 - (9) Stonesfield Lunch Club
 - (10) Thursday Club Deddington
 - (11) Volunteer Link Up
 - (12) Watlington Age Concern Day Centre
 - (13) Watlington Age Concern Drop In
 - (14) Wychwoods Day Centre
 - (b) To approve the requested funding the following bids, subject to conditions (these are specified in the cross-party recommendations – annex 2).
 - (1) Carterton Day Centre

- (2) Chalgrove Day Centre
 - (3) Eynsham Day Centre
 - (4) Grove Day Centre
 - (5) October Club
 - (6) RVS West Way
 - (7) St Mary's Thursday Club Bloxham
- (c) To approve the recommended funding amount for the following bids (the proportion of the requested funding amount recommended to award is specified in the cross party recommendations – annex 2).
- (1) Chinese Day Centre
 - (2) Happy Place
 - (3) Highlands, Age Concern Chipping Norton
- (d) To approve the recommended funding amount for the following bids, subject to conditions (the conditions and the proportion of the requested funding amount recommended to award is specified in the cross party recommendations – annex 2).
- (1) Goring Lunch Club
 - (2) Hanborough & District Day Centre
 - (3) Thame & District Day Centre
- (e) To decline for funding the following bids:
- (1) Cholsey Day Centre
28. The conditions in most cases relate to:
- (a) A requirement to further develop transport plans, and in some cases to provide written confirmation that the service will ensure that it remains inclusive and everyone currently using the service will be supported with their transport needs, to enable them to continue to attend.
 - (b) A requirement to further develop sustainability plans, in most cases with a requirement to work with Oxfordshire Community Voluntary Action.
29. The cross-party panel recommended that as a condition of funding, all services are required to provide sustainability plans in November 2017. This will entail providing evidence of how the service is putting its sustainability plan into action, and the service's action plan for moving towards further self-sustainability by the end of the grant funding period.

Financial and Staff Implications

30. This table summarises the funding requests and cross-party panel funding recommendations and the total financial impact.

Name Of Service	Name of Organisation	OCC 2016	Requested (7 months)	Recommend (7 months)	Full year effect
Anchor Court	Age UK Oxfordshire	£ 16,000			
Bluebells	Age UK Oxfordshire	£ 63,529			
Burford Lunch Club	Age UK Oxfordshire	£ 9,390			

Kidlington Area Day Centre	Age UK Oxfordshire	£ 28,518			
Kingsmoor Day Centre	Age UK Oxfordshire	£ 38,113			
Nettlebed	Age UK Oxfordshire	£ 13,500			
Oakwood Centre	Age UK Oxfordshire	£ 31,878			
Share Care Day Centre	Age UK Oxfordshire	£ 50,304			
St Francis Court	Age UK Oxfordshire	£ 17,167			
	<i>Age UK Total</i>	£ 268,399	£ 98,000	£ 98,000	£ 168,000
Day Support in Abingdon	The Alzheimers Society	£ 40,100	DNB	£ -	£ -
Bampton Bush Day Centre	Bampton Bush Day Centre	£ 3,768	DNB	£ -	£ -
Berinsfield Voluntary Day Centre	Berinsfield Voluntary Day Centre	£ 24,682	£ 14,500	£ 10,106	£ 17,325
Bromsgrove Day Centre	Bromsgrove Day Centre	£ 14,240	£ 6,800	£ 6,800	£ 11,657
Carterton day centre	Carterton Day Centre	£ 20,000	£ 9,500	£ 9,500	£ 16,286
Chalgrove Day Centre	Chalgrove Day Centre	£ 18,133	£ 8,000	£ 8,000	£ 13,714
Charlbury Day Centre	Charlbury Day Centre	£ 6,416	£ 3,742	£ 3,742	£ 6,415
Chinnor Day Centre	Chinnor Day Centre	£ 19,000	£ 8,000	£ 8,000	£ 13,714
Cholsey Day Centre	Cholsey Day Centre	£ 19,000	£ 11,083	£ -	£ -
Cluster Care Group	Cluster Care Group	£ 9,161	£ 4,500	£ 4,500	£ 7,714
Lilacs, The	Daybreak Oxford	£ 48,073			
Limes, The	Daybreak Oxford	£ 27,231			
Rosewood	Daybreak Oxford	£ 87,252			
	<i>Daybreak Total</i>	£ 162,556	£ 50,000	£ 50,000	£ 85,714
Eynsham Day Centre	Eynsham Day Centre	£ 9,000	£ 2,625	£ 2,625	£ 4,500
Fielding Lunch Club	Fielding Lunch Club	£ 3,500	DNB		
Goring & District Community Centre	Goring & District Community Centre	£ 9,300	£ 5,425	£ 2,900	£ 4,971
Grove Day Centre for the Elderly	Grove Day Centre for the Elderly	14,500	£ 7,000	£ 7,000	£ 12,000
Hanborough & District Day Centre	Hanborough & District Day Centre	£ 9,000	£ 7,000	£ 6,378	£ 10,934
Highlands Day Centre	Highlands Day Centre	£ 31,000	£ 10,000	£ 5,000	£8,571
Hook Norton Day Centre	Hook Norton Day Care Group	£ 7,500	£2,625	£2,625	£4,500
Tryard Disability Group	Leonard Cheshire Disability	£ 9,627	DNB	£ -	£ -
Open Access self-help group	Leonard Cheshire Disability	£ 6,375	DNB	£ -	£ -
October Club	October Club	£ 27,833	£ 14,000	£ 14,000	£ 24,000
Lake House	Order of St John Care Trust	£ 86,000	DNB	£ -	£ -
Marston Court	Order of St John Care Trust	£ 49,000	£ 29,341	Further information requested	Further information requested
Chinese Community Day Centre	Oxfordshire Chinese Community	£ 12,800	£ 9,778	£ 7,978	£ 13,677
Happy Place Day Centre	Oxfordshire Older Chinese Community	£ 6,000	£ 6,000	£ 3,300	£ 5,657
Cornhill	RVS	£ 7,733	£ 2,625	£ 2,625	£ 4,500
West Way Day Centre (Field House)	RVS	£ 15,500	£ 5,466	£5,466	£9,370
	<i>RVS</i>	£23,233	£8,091	£8,091	£13,870
St Mary's Thursday Club Bloxham	St Mary's Thursday Club Bloxham	£ 8,808	£ 4,786	£ 4,786	£ 8,205

Stonesfield Lunch Club	Stonesfield Lunch Club	£ 8,219	£ 2,906	£ 2,906	£ 4,982
Thame & District Day Centre	Thame & District Day Centre	£ 30,125	£ 20,000	£ 12,500	£ 21,429
The Thursday Social Club	Watlington & District Day Centre	£ 9,740	£ 2,500	£ 2,500	£ 4,286
Watlington & District Age Concern Drop In	Watlington & District Age Concern Drop In	£ 6,300	£ 1,500	£ 1,500	£ 2,571
Windmill Thursday Club (also Deddington Day Centre)	Windmill Thursday Club	£ 11,145	£ 5,000	£ 5,000	£ 8,571
The Wychwoods Day Centre	Wychwoods Day Centre Ltd, The	£ 10,850	£ 3,390	£ 3,390	£ 5,811
Volunteer Transport & Befriending Service	Volunteer Link Up	£ 31,000	£ 14,625	£ 14,625	£25,071
		£1,026,310	£370,717	£305,752	£524,145

Equalities Implications

31. Equality and inclusion implications have been considered; services were asked to demonstrate how they meet the 'need' criteria, which included consideration of impact. This has been taken into account in the cross-party panel's recommendations.

RECOMMENDATIONS

32. **The Cabinet Member for Adult Social Care is RECOMMENDED to:**
- (a) **Endorse the process followed and the criteria set out in the report for the determination of grants**
 - (b) **Approve for funding the bids listed under 26 (a) above**
 - (c) **Approve for funding the bids listed under 26 (b) above, subject to conditions as set out in the cross-party panel recommendations (Annex 2).**
 - (d) **Approve the recommended funding amount for the bids listed under 26 (c) above**
 - (e) **Approve the recommended funding amount for the bids listed under 26 (d) above, subject to conditions as set out in the cross-party panel recommendations (Annex 2)**
 - (f) **Decline for funding the bid listed under 26 (e) above**
 - (g) **Require all services to provide sustainability plans in November 2017, as a condition of funding (as set out under 28 above)**

BENEDICT LEIGH
Deputy Director for Joint Commissioning
April 2017

Contact Officer: Sophie Kendall, Senior Commissioning Officer, 07584 151 145

Background papers: Transition Fund Application Forms

Appendix 1: Transition Fund Guidance & Application Form

Appendix 2: Cross-party panel recommendations

Community and voluntary daytime support

Transition Fund Grant – Guidance & Application Form

Background

Daytime support is an important part of the lives of many people. It provides vital links to the community that help people to live independent and fulfilling lives.

As demand for social care grows and government funding reduces, we need to make sure that daytime support is fit for the future and sustainable over the longer term. We are therefore creating a new, flexible countywide system of daytime support.

Oxfordshire's voluntary sector delivers excellent support to many vulnerable people; and the majority do so without funding from Oxfordshire County Council. Currently funded **daytime support voluntary sector services'** funding is guaranteed until end of August 2017, when their contracts end. We want as many of the voluntary sector providers partly funded by us to continue as possible, but recognise that this is a decision for individual organisations.

Community and voluntary organisations providing currently funded daytime support are now able to apply to the **Transition Fund** for transition funding, to enable them to transition to more self-sustaining models as their contracts end.

The **Sustainability and Innovation Funds** will be open to all voluntary and community groups supporting people in Oxfordshire. These will be awarded in 2018, alongside additional transition support.

Further information is available at:

<https://consultations.oxfordshire.gov.uk/consult.ti/DaytimeSupport/consultationHome>

Our approach

We recognise the importance of supporting and enabling currently funded services to transition to more self-sustaining models. We are providing £550,000 in a **Transition Fund** for the next two years:

- **£300,000** will be available for currently funded services for **1st September 2017 to 31st March 2018**. **This application form is to apply for this funding**, and applicants are asked to **outline how they would use the funding applied for to work towards becoming self-sustaining**. It will be awarded in time for current funding ending; to start on 1st September 2017.
- Alongside the Sustainability Fund, there will be £250,000 in available in the Transition Fund for 2018/19. This will enable the awarding of some additional support to those services which have become more self-sustaining in 2017/18, but require some further support before they can be fully self-sustaining.

Support available

As a county council, we fund a voluntary infrastructure service to support voluntary and community organisations, and communities and groups.

The service provides a wide range of support, including promoting and developing volunteering, supporting voluntary and community organisations to increase their effectiveness and build their capacity, and facilitating networking and partnership-working. This is led by **Oxfordshire Community and Voluntary Action**, in partnership with other Oxfordshire organisations.

This service can support currently funded services to develop and action their **sustainability plans**, for example through providing fundraising advice. It can also support those services which rely on **transport** from the council, to identify **alternatives**.

For further information on **alternative funding opportunities and support available** from **Oxfordshire Community and Voluntary Action** and partners, please see: www.oxfordshire.gov.uk/cms/content/funding-community-groups

To contact them for support, please see: <https://ocva.org.uk/about/contact/>
 Or email at: admin@ocva.org.uk
 Or phone on: 01865 251946

What will we fund? (Eligibility criteria)

This fund is open to applications from **currently funded community and voluntary daytime support services**, whose funding from us ends in August 2017. We want to **support these services to continue to exist and flourish** across Oxfordshire.

These **daytime support services** support people to **live well** in their **local communities**. They need to **offer what people have told us they need** from daytime support. In the case of these services, this is mostly: social contact; getting out of the house; maintaining independence; seeing friends; having a meal.

They also need to be **rooted in local communities**; this means well-used; connected to and supported by local organisations, people and businesses; linked to other local support and opportunities; and supported by volunteers.

We will **prioritise** the transition **grant funding** at supporting those services which **require this financial support** to enable them to transition to increased self-sustainability as their contracts end.

We will judge applications according to both:

1. The **need for the service**, including
 - Increased risk of multiple deprivation, with reduced alternative opportunities for daytime support.

- Increased risk of loneliness and isolation, with increased need for daytime support.
- 2. The need for our financial support, including:**
- The service is providing support in an area/to people at risk of multiple deprivation, and is unable to become self-sustaining through combinations such as increasing charges and fundraising.
 - The service is already good value for money, largely volunteer-run and raises significant income through fundraising, but there are critical expenses which it cannot cover without this transition funding as their contracts end.
 - The service is provided by a community/voluntary organisation which cannot reasonably rely on its own resources to support its transition to a more self-sustaining model.

The Application Process

- 1) Submit this application form, along with your most recent year end accounts.
Please submit your application by 5pm on Wednesday 29th March 2017.
- 2) Review and assessment of applications by Transition Fund cross party panel
April
- 3) Decision by Transition Fund cross party panel
April
- 4) Notification to applicants
April / May

We encourage applicants to contact us early with their expressions of interest or any questions they might have, to avoid any delays in the council assessing the applications and making a decision.

How will applications be assessed?

The cross-party panel will assess all applications against the key criteria set out above.

Awarding the grant

Applicants will be notified by email of the panel's decision within a week of the decision being made.

Successful applicants will be asked to sign a legal agreement with the council. Once the legal agreement is signed, we will then transfer the funding into the organisation's bank account. Where appropriate, funding might be phased.

Unsuccessful applicants will be offered feedback on their proposal and, where possible, we will work with organisations to help them identify alternative funding opportunities.

Monitoring

Successful applicants are expected to comply fully with any monitoring requests from the Council and must agree to this when signing the funding request form.

All successful applicants need to be prepared for a review of their project.

This may include:

- Receipts recording how the money was spent
- Reports on the activity funded
- Feedback from individuals impacted
- Any other record of the activity funded (e.g. promotional flyers and posters)

Successful applicants will be strongly encouraged to keep us informed about the progress of their sustainability planning and implementation.

Any unspent grant funding will be recovered by the county council.

Contacting Us

If you have any queries about the **Transition Fund** or the application process, please contact us:

Email: daytimesupportreview@oxfordshire.gov.uk

Telephone: 07392 318 939

Post:
Daytime Support Review Team
Oxfordshire County Council
County Hall, New Road,
Oxford OX1 1ND

TO BE FILLED IN BY APPLICANT

Name of your organisation:

Type of organisation:

Organisation Address:

If a registered Charity, please specify number

Contact Name

Telephone

Email

Payment Details

Please provide your organisation's payment details (note: payments will not be made to an individual's bank account).

Account Name	
Bank or Building Society Name	
Account number	
Sort code	

ACTIVITY OVERVIEW

1. Name of service

--

2. Other Applications to this fund (if applicable)

If you are making applications for multiple services please list all other applications by service name

--

3. Activity & outcomes

Please describe the activity your service will provide over this period (1st September 2017 to 31st March 2018)

Sessions: *Please complete the below table for the relevant days:*

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
<i>Length of Session</i>							
<i>Number of available places</i>							

How your service will support people to live well in their communities:

Please provide a brief description of how the service meets what people have told us they need (e.g. social contact; getting out of the house; maintaining independence; seeing friends; having a meal.)

--

How your service is rooted in the local community:

Please provide a brief description of how your service is:

<i>Well-used</i>	
<i>Connected to and supported by local organisations, people and businesses</i>	
<i>Linked to other local support and opportunities</i>	
<i>Supported by volunteers</i>	

Transport:

Please provide a brief description of any transport support you will provide/help to arrange and how many people you anticipate will require this

4. Need for transition funding

Please explain why you need this transition funding, according to both sets of criteria we will judge applications on:

*The **need for the service**, including:*

- *Increased risk of multiple deprivation, with reduced alternative opportunities for daytime support.*
- *Increased risk of loneliness and isolation, with increased need for daytime support.*

Please provide an explanation of why your service meets this criteria:

The need for our financial support, including:

- *The service is providing support in an area/to people at risk of multiple deprivation, and is unable to become self-sustaining through combinations such as increasing charges and fundraising.*
- *The service is already good value for money, largely volunteer-run and raises significant income through fundraising, but there are critical expenses which it cannot cover without this transition funding as their contracts end.*
- *The service is provided by a community/voluntary organisation which cannot reasonably rely on its own resources to support its transition to a more self-sustaining model.*

Please provide an explanation of why your service meets this criteria:

5. Costs

Description	Cost
<i>Please provide us with a breakdown of your costs. E.g. Premises costs, Transport, Volunteer Training, Information & Promotion, Equipment & Materials, etc.</i>	
TOTAL	

6. Other funding received

Please include details of other funding sources agreed or anticipated for this period (1 September 2017 – 31 March 2017)

<i>Other grant funding</i>	
<i>Income from fees (including fee amounts)</i>	
<i>Fundraising</i>	

7. Reserves

Please include details of your reserves and attach your year-end accounts for most recent year available.

Reserves amount:

Confirmation of attachment of year-end accounts:

8. Transport transition arrangements

This service uses the Oxfordshire County Council Integrated Transport Unit

Yes / No (delete as appropriate)

If Yes

Please describe how you plan to manage transport when this service ends at the end of August 2017 (please contact Oxfordshire Community and Voluntary Action if you need support in developing a plan) –

9. Sustainability

How will you progress towards increased self-sustainability over this period?

10. Requested amount of Transition Grant funding

What total amount are you requesting from the Transition Fund, to support your transition to a self-sustaining model?

Applicant Agreement

The organisation undertakes that the information provided on this form is true and accurate.

<p>Name:</p> <p>Signed:</p> <p>Date:</p> <p>On behalf of (organisation):</p>

Please ensure that:

- **You have signed the application form** before submission. Please note that while we can accept scanned signatures, **we cannot accept typed signatures.**
- **You have attached your most recent year-end accounts.** This is essential for your application to be considered.

Please submit your applications to: daytimesupportreview@oxfordshire.gov.uk, by **5pm on Wednesday 29th March 2017.**

Annex 2 – Cross-party panel recommendations

This paper is an annex to Daytime Support Transitions Grant report, to the Adult Social Care Delegated Decisions meeting on Wednesday 19th April 2017.

Age UK Services

<u>Award as requested</u>	Award elements	Reject as does not meet criteria
----------------------------------	----------------	----------------------------------

Amount: £98,000

We recommend awarding Age UK the £98,000 requested to action its comprehensive sustainability plan. This represents 62% of the current funding to these services, and there is a clear plan for how people currently using the service will continue to be supported as the services move towards increased sustainability.

Berinsfield Day Centre

Award as requested	<u>Award elements</u>	Reject as does not meet criteria
--------------------	------------------------------	----------------------------------

Amount: £10,106

We recommend funding the core service costs. Over the 7 month transition period this would equal £10,106.

We recommend that a **condition** of funding is **working with OCVA** to develop a more comprehensive transition plan. This includes developing and actioning a **transport plan to ensure transport** for everyone currently using the service, and developing and actioning a **sustainability plan** to achieve increased self-sustainability.

Written confirmation of transport arrangements to ensure everyone currently using the service continues to be supported will be required before funding is released.

Bromsgrove Day Centre

<u>Award as requested</u>	Award elements	Reject as does not meet criteria
----------------------------------	----------------	----------------------------------

Amount: £6,800

We recommend funding the service the requested amount of £6,800 which represents 82% of the service's current funding.

The service has set out clear intentions for developing and actioning a more comprehensive sustainability plan, and arranging alternative transport provision, including through working with Wantage Independent Advice Centre and Age UK.

Awarding the requested funding would enable this service to develop and action these outlined sustainability plans.

Carterton Day Centre

Award as requested	Award elements	Reject as does not meet criteria
---------------------------	----------------	----------------------------------

Amount: £9,500

We recommend funding the service the requested amount of £9,500 which represents 81% of the service's current funding.

However, we recommend this is **conditional** on the service **working with OCVA** to develop and action a **fundraising plan** to increase their self-sustainability.

Chalgrove Day Centre

Award as requested	Award elements	Reject as does not meet criteria
---------------------------	----------------	----------------------------------

Amount: £8,000

We recommend funding the service the requested amount of £8,000 which represents 76% of the service's current funding. This will enable the service to action its sustainability plan over this period.

However, we recommend that a **condition** of funding is **working with OCVA** to develop and action a **transport plan to ensure transport** provision for everyone currently using the service – including those people using wheelchairs and/or living outside of the village – as well as supporting new attendees using wheelchairs and/or living outside of the village to attend the service. This will ensure an inclusive service.

Written confirmation of transport arrangements to ensure everyone currently using the service continues to be supported will be required before funding is released.

Charlbury Day Centre

Award as requested	Award elements	Reject as does not meet criteria
---------------------------	----------------	----------------------------------

Amount: £3,742

We recommend funding the service the requested amount of £3,742.

However, the information provided in the application was insufficient. The service needs to develop and action a sustainability plan. Therefore, we recommend that alongside the offer of funding the service are **advised to work with OCVA** to develop and action a **sustainability plan**, and to seek their **advice** on submitting successful **funding applications**.

Chinese Day Centre

Award as requested	Award elements	Reject as does not meet criteria
--------------------	-----------------------	----------------------------------

Amount: £7,978

We recommend funding the core costs and training for the additional volunteers the service intends to recruit as part of its sustainability plan. This equates to £7,978.

This funding would enable the service to action its sustainability plan over this period, which includes: recruiting and training 12 new volunteers; a gradual increase in day centre fees; and applying for more support from community food schemes to reduce the cost of lunches; and fundraising.

Chinnor Day Centre

Award as requested	Award elements	Reject as does not meet criteria
---------------------------	----------------	----------------------------------

We recommend funding the service the requested amount of £8,000 which represents 76% of the service's current funding.

The service has set out clear intentions for developing and actioning a more comprehensive sustainability plan. Awarding the requested funding would enable this service to develop and action these outlined sustainability plans.

Cholsey Day Centre

Award as requested	Award elements	Reject as does not meet criteria
--------------------	----------------	---

Amount: £0

The service is good value for money and provides a range of support to people in the local community. It is also looking to expand and develop its way of working, to meet more and a broader range of needs. It has identified a plan for increasing its self-sustainability.

However, its reserves represent at least 10 years' worth activity, more than sufficient to enable the continued delivery of the service and actioning of the sustainability plan to transition to a more self-sustaining model.

We therefore recommend **declining** the provision of funding on these grounds, as it does not meet the **financial need criteria**.

However, the service would be **eligible to apply for future funding** if it required this. We would also continue to engage with the service and support it to **link to opportunities**, including to support more people who may wish to use the service.

Cluster Care Group

Award as requested	Award elements	Reject as does not meet criteria
---------------------------	----------------	----------------------------------

Amount: £4,500

We recommend funding the service the requested amount of £4,500, which represents 84% of the service's current funding.

The service has started actioning its sustainability plan and awarding the requested funding would enable this service to continue and work towards increased self-sustainability.

The service may also wish to seek guidance and advice from Oxfordshire Community and Voluntary Action.

Daybreak services

Award as requested	Award elements	Reject as does not meet criteria
---------------------------	----------------	----------------------------------

Amount: £50,000

We recommend providing the requested amount of £50,000 to support the organisation to further develop its sustainability plan and to action it, to increase its self-sustainability. This amount equates to 53% of its current funding.

We recommend the organisation works with OCVA, for support in developing and delivering its sustainability plan, and particularly to ensure the availability of transport for everyone currently using the service.

Eynsham Day Centre

Award as requested	Award elements	Reject as does not meet criteria
---------------------------	----------------	----------------------------------

Amount: £2,625

We recommend funding the service the requested amount of £2,625 which represents 50% of the service's current funding.

However, the information provided in the application was insufficient. The service needs to develop and action a sustainability plan. Therefore we recommend a **condition** of funding is **working with OCVA** to develop a more comprehensive transition plan. This includes developing and actioning a **transport plan to ensure transport** for everyone currently using the service, and developing and actioning a **sustainability plan** to achieve increased self-sustainability.

Written confirmation of transport arrangements to ensure everyone currently using the service continues to be supported will be required before funding is released.

Goring and District Lunch Club

Award as requested	Award elements	Reject as does not meet criteria
--------------------	-----------------------	----------------------------------

Amount: £2,900

We recommend contributing £2,900 to the core costs of the service. The premises costs are covered by premises income through hiring out of the facilities.

However, the information provided in the application was insufficient. Whilst the service has set out clear intentions for developing and actioning a more

comprehensive **sustainability plan**, we recommend that a **condition** of funding is **working with OCVA** to develop this.

Grove Day Centre

Award as requested	Award elements	Reject as does not meet criteria
---------------------------	----------------	----------------------------------

Amount: £7,000

We recommend funding the service the requested amount of £7,000 which represents 83% of the service's current funding, to enable the service to action its sustainability plan.

We recommend that a **condition** of funding is developing and actioning a more comprehensive **transport plan to ensure transport** for everyone currently using the service. We recommend that the service works with **OCVA** to achieve this.

Hanborough & District Day Centre

Award as requested	Award elements	Reject as does not meet criteria
--------------------	-----------------------	----------------------------------

Amount: £6,378

We recommend contributing funding to cover the core costs, which equates to £6,378. This will enable the service to action its sustainability plan over this period.

However, we recommend that a **condition** of this funding is **working with OCVA** to develop and action a **transport plan to ensure transport** provision for everyone currently using the service – including those people using wheelchairs and/or who are disabled – as well as supporting new attendees using wheelchairs and/or who are disabled to attend the service. We recommend a **requirement** that the service allocates a **proportion of this funding towards transport**.

We also recommend the service seeks OCVA's advice in developing and actioning a more comprehensive fundraising plan.

Written confirmation of transport arrangements to ensure everyone currently using the service continues to be supported will be required before funding is released.

Happy Place

Award as requested	Award elements	Reject as does not meet criteria
--------------------	-----------------------	----------------------------------

Amount: £3,300

We recommend contributing funding to cover the core costs, which equates to £3,300.

This funding would enable the service to action its sustainability plan over this period.

We also recommend the service seeks OCVA's advice in developing and actioning a more comprehensive fundraising plan.

Highlands, Age Concern Chipping Norton

Award as requested	Award elements	Reject as does not meet criteria
--------------------	-----------------------	----------------------------------

Amount: £5,000

We recommend contributing £5,000 towards the service.

The currently outlined transition plan does not provide sufficient evidence of how the service will increase its sustainability; we therefore recommend the service is **required** to work with OCVA to develop this plan further and action it, to increase the service's self-sustainability.

Hook Norton Day Centre

Award as requested	Award elements	Reject as does not meet criteria
---------------------------	----------------	----------------------------------

Amount: £2,625

We recommend funding the service the requested amount of £2,625, which represents 60% of the service's current funding. This has been requested to cover the now reduced staffing costs.

This funding will support the service to further develop and action its sustainability plan.

October Club

Award as requested	Award elements	Reject as does not meet criteria
---------------------------	----------------	----------------------------------

Amount: £14,000

We recommend funding the service the requested amount of £14,000 which represents 86% of the service's current funding.

We recommend that a **condition** of funding is **working with OCVA** to develop a more comprehensive transition plan. This includes developing and actioning a **transport plan to ensure transport** for everyone currently using the service – including those people using wheelchairs and/or with limited mobility – as well as supporting new attendees using wheelchairs and/or with limited mobility to attend the service. This will ensure an inclusive service.

In addition, whilst the service has set out clear intentions for developing and actioning a more comprehensive **sustainability plan** and has begun taking steps, we recommend that a **condition** of funding is **working with OCVA** to develop this further to maximise this opportunity to increase self-sustainability.

Written confirmation of transport arrangements to ensure everyone currently using the service continues to be supported will be required before funding is released.

OSJ Marston Court – information provided is not sufficient to evaluate this bid. Further information has been requested.

RVS Cornhill

Award as requested	Award elements	Reject as does not meet criteria
---------------------------	----------------	----------------------------------

Amount: £2,625

We recommend funding the service the requested amount of £2,625 which represents 58% of the service's current funding.

Whilst this service is provided by a large national organisation, it does not contribute to the running costs of the local service. This funding will enable the local service to action its sustainability plan, to transition to a self-sustaining model.

RVS Westway

<u>Award as requested</u>	Award elements	Reject as does not meet criteria
----------------------------------	----------------	----------------------------------

Amount: £5,466

We recommend funding the service the requested amount of £5,466 which represents 60% of the service's current funding.

We recommend that a **condition** of funding is **working with OCVA** to develop a more comprehensive transition plan. This includes developing and actioning a **transport plan to ensure transport** for everyone currently using the service, and developing and actioning a **sustainability plan** to achieve increased self-sustainability.

Written confirmation of transport arrangements to ensure everyone currently using the service continues to be supported will be required before funding is released.

St Mary's Thursday Club Bloxham

<u>Award as requested</u>	Award elements	Reject as does not meet criteria
----------------------------------	----------------	----------------------------------

Amount: £4,786

We recommend funding the service the requested amount of £4,786, which represents 93% of the service's current funding.

However, we recommend this is **conditional** on the service **working with OCVA** to develop and action a more comprehensive sustainability plan, to increase their self-sustainability.

Stonesfield Lunch Club

<u>Award as requested</u>	Award elements	Reject as does not meet criteria
----------------------------------	----------------	----------------------------------

Amount: £2,906

We recommend funding the service the requested amount of £2,906, which represents 61% of the service's current funding.

We **recommend** that the service works with **OCVA** to develop and action a sustainability plan, to increase its self-sustainability.

Thame & District Day Centre

Award as requested	Award elements	Reject as does not meet criteria
--------------------	-----------------------	----------------------------------

Amount: £12,500

We recommend contributing funding to cover the core costs of the service, this equates to £12,500.

We recommend that a **condition** of funding is actioning the service's plan to **provide transport**, to ensure that everyone currently using the service, as well as future members, can continue to access it. Written confirmation of transport arrangements to ensure everyone currently using the service continues to be supported will be required before funding is released

We recommend the service works with **OCVA** to further develop and action its sustainability plan.

Thursday Club Deddington

Award as requested	Award elements	Reject as does not meet criteria
---------------------------	----------------	----------------------------------

Amount: £5,000

We recommend funding the service the requested amount of £5,000 which represents 77% of the service's current funding. This will enable the service to action its sustainability plan over this period.

We also suggest that the service works with **OCVA** to further develop and action its sustainability plan.

Volunteer Link Up

Award as requested	Award elements	Reject as does not meet criteria
---------------------------	----------------	----------------------------------

Amount: £14,625

We recommend funding the service the requested amount of £14,625 to support the organisation to further develop its sustainability plan and to action it, to increase its self-sustainability. This amount equates to 81% of its current funding.

Watlington Age Concern Day Centre

Award as requested	Award elements	Reject as does not meet criteria
---------------------------	----------------	----------------------------------

Amount: £2,500

We recommend funding the service the requested amount of £2,500 which represents 44% of the service's current funding. This will enable the service to further develop and action its sustainability plans. These plans include reviewing the Thursday Club and Drop-In to see if one building could be adapted to enable both to use it.

Watlington Age Concern Drop In

Award as requested	Award elements	Reject as does not meet criteria
---------------------------	----------------	----------------------------------

Amount: £2,500

We recommend funding the service the requested amount of £1,500 which represents 41% of the service's current funding. This will enable the service to further develop and action its sustainability plans. These plans include reviewing the Thursday Club and Drop-In to see if one building could be adapted to enable both to use it.

Wychwoods Day Centre

Award as requested	Award elements	Reject as does not meet criteria
---------------------------	----------------	----------------------------------

Amount: £3,390

We recommend funding the service the requested amount of £3,390 which represents 53% of the service's current funding. This will enable the service to action its sustainability plans.

This page is intentionally left blank