

11 August 1998

Your Ref:

To:

Our Ref: P/25

Chief Executives


Dear Colleague

LOCAL GOVERNMENT, THE VOLUNTARY SECTOR AND THE NATIONAL LOTTERY CHARITIES BOARD : A THREE WAY AGREEMENT

Earlier this year, COSLA, SCVO and NLCB set up a working group to establish how they could best work together to maximise the benefits of NLCB funding for the voluntary sector and, in turn, for Scotland's communities. The outcome was a three way agreement and I am enclosing a copy with my letter.

The agreement sets out the respective responsibilities of councils, the Board and of the Scottish Council for Voluntary Organisations. It is intended to review the agreement next March. I would be grateful if you would arrange for appropriate distribution and action on the agreement within your Council.

Yours sincerely


Douglas Sinclair
Chief Executive



WHEN CALLING PLEASE ASK FOR: Douglas Sinclair (0131 474 9203) joan@cosla.demon.co.uk

LOCAL GOVERNMENT, THE VOLUNTARY SECTOR AND THE NATIONAL LOTTERY CHARITIES BOARD : A THREE WAY AGREEMENT

This agreement between COSLA, SCVO and NLCB builds on “**Positive Partnership**”, the joint agreement between COSLA and SCVO. It sets out the respective contribution of each partner to maximising the benefit of NLCB funding for the voluntary sector and for Scotland’s communities. COSLA, SCVO and NLCB have a shared and common commitment to the more accurate assessment of need, to more targeted grant-making and the development of a better understanding between them. Each recognises that disadvantage is found in both urban and rural Scotland and that disadvantage can be experienced in communities of interest as well as in communities of place. Each understands and recognises their different responsibilities in meeting their shared objective.

This three way agreement will be jointly reviewed in March 1999.

Local Government

Scotland’s councils provide their communities with key services from education to care in the community, transport, recreation and environmental health. They employ over 300,000 people and spend some £8 billion a year. Scotland’s councils are the most accessible element of democratic government.

The Voluntary Sector

Scotland’s voluntary sector has an income over £2 billion, employs more than 50,000 people and each week mobilises over 700,000 regular volunteers. Its expanding role embraces housing, care in the community, children and families, training for unemployed people, adult education, the environment, art and sports and community development.

The National Lottery Charities Board

The National Lottery Charities Board is an independent body, established by Parliament to distribute funds raised by the National Lottery to support charitable, philanthropic and benevolent organisations. Its overall aim is to give grants to help meet the needs of those at greatest disadvantage and to improve the quality of life in communities. The Scotland office of the Charities Board is responsible for setting funding priorities and making grants in Scotland. Grants awarded by the Board can be used to pay for capital items and revenue funding. Matching funding is not required and grants for up to 100% of costs are provided.

RESPONSIBILITIES OF COUNCILS

Each council should designate an officer as a contact point for the National Lottery Charities Board. This might be best included within the remit of a council’s Lottery Officer. The Contact Officer will need to work across all council services and develop a close working relationship with both the voluntary sector and the Voluntary Sector Liaison Officer if a council has such a post.

The key tasks of the Contact Officer are:

1. to disseminate information to all appropriate council services;
 2. to provide a focus of consultation and policy in strategic issues;
 3. to provide a focus of consultation for the Charities Board on applications for grant from the voluntary sector;
 4. to provide a point of access for the Charities Board on information about local needs and priorities;
 5. to work with the Charities Board and the voluntary sector to encourage and promote quality in the applications submitted by voluntary organisations to the Charities Board and to disseminate and promote good practice in the preparation of applications.
- Each council recognises that whilst the Board will value and take into account the views of councils on applications, final decision making on applications is a matter for the Board alone.
 - Each council recognises that neither it nor the community councils that it works with are eligible to receive a grant from the Charities Board because they are statutory bodies.
 - Each council recognises that whilst external arms length companies or trusts established by a council to deliver services may be eligible to receive a grant from the Board such bodies must be demonstrably independent of the council.
 - Each council will respond positively to requests from the Charities Board for information on needs and priorities within their area to help the Charities Board in its decision-making processes.
 - Each council will respond positively to requests from SCVO or the relevant Council of Voluntary Service or other voluntary sector umbrella bodies within its area for information on needs and priorities within its area.
 - Each council, when consulted by the Charities Board on an application, will recognise that the Charities Board works to a tight timescale and will respond timeously to requests for its views by the Charities Board. The council will provide information including:
 - both the need for the project as well as the demand for it;
 - the project's potential added value;
 - whether the applicant is known to the council;
 - whether the project might duplicate other work undertaken by the council or by other agencies;
 - any evaluation of the organisation making the application.
 - Each council will work collaboratively with the Charities Board in promoting an understanding and awareness of the Board's role and activities.

RESPONSIBILITIES OF NATIONAL LOTTERY CHARITIES BOARD

- The Board recognises and values the importance of the relationship between councils and the voluntary sector.
- The Board will designate Contact Officers to provide a reciprocal point of contact for Council National Lottery Contact Officers. The key tasks of the Board's Contact Officers will be:
 - to build and maintain relationships with Council Contact Officers;
 - to build and maintain relationships with Councils of Voluntary Service and other voluntary sector umbrella bodies;
 - to provide a focus for consultation with councils on applications;
 - to work with Council Contact Officers, Councils of Voluntary Service and other voluntary sector umbrella bodies to increase understanding of the Board, its grant programmes and eligibility and assessment criteria.
- The Board will consult with each relevant council on all applications which are being recommended by officers for funding within its main programme. It will provide essential details of each application to enable a council to respond effectively to the Board's consultation exercise. It will provide information about the duration of the project, the amount of grant being sought and the purpose and location of the project.
- The Board will encourage applicants in its main programme to make contact with the council's Contact Officer to consult on the application, particularly in relation to any potential exit strategy involving the council.
- From the middle of 1998 the Board will provide each council, SCVO and the relevant Council of Voluntary Service with an analysis of all applications received and grants awarded and any common characteristics in unsuccessful applications.
- The Board will provide advice and guidance on eligibility and assessment criteria to councils, SCVO and Councils of Voluntary Service and other voluntary sector umbrella bodies.
- The Board will consult with COSLA and SCVO on any proposed changes to its policies or priorities.

RESPONSIBILITIES OF SCOTTISH COUNCIL FOR VOLUNTARY ORGANISATIONS

- SCVO recognises and values the relationship between voluntary organisations and local authorities; it also values the independence of the Charities Board and the relationship it has developed with the voluntary sector in Scotland.
- SCVO will work with councils and the Board to develop and disseminate better information about voluntary organisations and the communities in which they work.
- SCVO will promote awareness and understanding within voluntary organisations about the respective roles of the Board and councils in relation to voluntary sector funding.

- SCVO will assist the Board and councils in making relevant contacts with the voluntary sector at a local level.
- SCVO will work to encourage and promote quality in the applications submitted by voluntary organisations to the Board and will seek to disseminate and promote good practice in the preparation of applications.