

## **SMALLER AUTHORITIES TRANSPARENCY FUND – Guidance Note for CALCs - 26 June 2015.**

### **The Transparency Fund project and work with County Associations**

While all Smaller Authorities should comply with the Transparency Code, we recognise that access to funding will be required by some Smaller Authorities to fully meet the Transparency requirements.

It is important that any delivery of funds is done on a local basis and meets specific local needs and is targeted at compliance with the Smaller Authorities Transparency Code. This means that County Associations will play a vital part in delivery of the Transparency Fund and play an important role in ensuring that Transparency is achieved by Councils.

We are requesting that CALCs take the lead in promoting access to the funding available to Parish Councils; as well as coordinating submissions of grant funding applications. We are asking CALCs to facilitate access to this fund for both Councils who are CALC members, and Councils who are not CALC members.

### **Who is in scope?**

- All Parish Councils (both CALC members and non-members) which have a turnover of less than £25,000 (councils with a turnover of greater than £25k are not bound by these regulations)
- Parish meetings are **not** in the scope of this programme

### **What we would like you to do:**

DCLG funding requirements require that NALC provide a clear baseline of eligibility. In order to achieve this there is a questionnaire at the end of this document which should be returned to NALC by 14 August 2015. NALC and DCLG staff will be arranging workshops in several locations across the country for CALC staff to attend if any assistance is needed in completing this work.

To assist with the questionnaire a draft list of the Parish councils with a precept of less than £25,000 in your CALC area is attached for you to use a cross reference with your own data.

Please return the table with your responses to: [peter.wrigley@nalc.gov.uk](mailto:peter.wrigley@nalc.gov.uk)

We would be most grateful if you could return your responses by **14 August 2015**.

### **What will NALC do to help?**

- The provision of an indicative grant of £2000.00 to cover CALC costs of running information events and administering the grant submissions process. Please ensure all expenditure is documented.
- Provision of promotional materials to build awareness of the Transparency agenda
- Provide access to CALCs to attend NALC and/or DCLG meetings on Transparency
- Provision of advice and support from the programme team

### **What happens next?**

The project board have defined a level of success criteria for this project. We want to achieve these four objectives as soon as possible:

That:

1. All in scope councils understand the Transparency Code
2. All in scope councils and CALCs understand what NALC will offer to assist them to achieve compliance
3. CALCs understand how to help local councils access funding
4. CALCs are engaging with Parish Councils on working towards compliance.

## **Smaller Authorities Transparency Fund**

### **Baseline Questionnaire for CALCs.**

<b>Question</b>	<b>Number (please indicate if it is an approximation)</b>
How many parishes in your area have a turnover of less than £25,000?	
<b>Of the Councils with a turnover of less than £25,000</b>	
How many are not members of your association?	
How many have a website?	
How many of these websites end in .gov.uk?	
How many are already compliant with the Transparency Code (Please see link below for details)	
How many are close to compliance?	
How many do not have the capacity to be compliant?	
Do your Councils have access to an umbrella organisation website which they might use?	

#### **Links to the official documents:**

[Local government transparency code 2015](#)

Please see attached a list of local authorities in your area with a precept of less than £25,000 which may be of use to you in completing the questionnaire. We'd be grateful if you could match this with your lists and amend where appropriate.

If you need clarification on any aspect of this work please call:

**Peter Wrigley - Transparency Fund Office: 0207 637 1865**