

Grants Committee AGM

Operation of the Grants Committee 2015/16

Item no: 10

Report by: Simon Courage **Job title:** Head of Grants & Community Services

Date: 15 July 2015

Contact Officer: Simon Courage

Telephone: 020 7934 9901 **Email:** simon.courage@londoncouncils.gov.uk

Summary This report informs Members of the Terms of Reference for the Grants Committee and the dates set for meetings for the municipal year 2015/16.

Recommendations That Members:

- Note the Terms of Reference;
- Note the programme of meetings;

Operation of the Grants Committee 2015/16

1. The Grants Committee Terms of Reference are reproduced below:

- *To ensure the proper operation of the Grants Scheme;*
- *To make recommendations to Leaders' Committee on overall policies, strategy and priorities;*
- *To make recommendations to Leaders' Committee on the annual budget for the Grants Scheme; and*
- *To consider grant applications and make grants to eligible voluntary organisations.*

In particular

- *The constituent councils have resolved to delegate the function specified in section 48(10) Local Government Act 1985 (review of needs of Greater London) to London Councils from 1 April 2000 and shall submit, via the Grants Committee, a proposal for reviewing the needs of Greater London to London Councils for approval annually.*

2. London Councils Officers will:

- Keep under review the needs of Greater London and report to the Grants Committee and London Councils from time to time on a strategy for collective grant giving devised with due regard to those needs;*
- Draw up and submit for consideration and approval by the Grants Committee detailed criteria and policies for grant giving in the light of the agreed strategy;*
- Prepare and submit an annual budget for consideration by the Grants Committee and London Councils by the end of November each year for the financial year commencing the following April. This budget shall include the costs of staffing, office and support services considered necessary to facilitate the effective and efficient operation of the Scheme, as well as expenditure proposals for grant aid to eligible voluntary organisations, and any contingency provision;*
- Receive, assess and process grant applications from eligible voluntary organisations and report on them and make recommendations to the Grants Committee and or any Sub-Committees it may establish;*
- Administer the payment of approved grants to eligible voluntary organisations and monitor the use made of such funding;*
- Convene and service meetings of the Grants Committee, its sub-committees and any other bodies established by it.*

Commissioning Monitoring Arrangements

- Members are asked to note that the monitoring arrangements for the current commissions were agreed at the 20 February 2013 Grants Committee: [Commissioning Monitoring Arrangements](#)
- Members are encouraged, as part of the arrangements, to visit providers. Visits can be arranged through the grants team. The Chair of the Grants Committee will be making four scheduled visits in each two year period. Members are welcome to attend these visits.

Programme of Meetings: 2015/16

5. The programme of London Councils Grants Committee meetings for the coming year is set out below.

Grants Main Meeting		
Date	Time	Main Business
18 November 2015	11.00 am	
23 March 2016	11.00 am	
6 July 2016 (AGM)	11.00am	AGM
Grants Executive		
Date	Time	Main Business
16 September 2015	2:00 pm	Grants Executive
2 March 2016	2:00 pm	Grants Executive

Recommendations:

That Members:

- Note the Terms of Reference;
- Note the programme of meetings.

Financial Implications

There are no direct financial implications.

Equalities Considerations

There are no direct equalities considerations.

Legal Implications

There are no legal implications