

GRANTS ADVISORY PANEL

28 JUNE 2005

Chair:	* Councillor Mrs R Shah	
Councillors:	* Arnold	* Branch (1)
	* Nana Asante	* Harrison
	* Marilyn Ashton	* Mrs Joyce Nickolay
	* Billson (1)	* Thammaiah
	* Bluston	

* Denotes Member present
(1) Denotes category of Reserve Members

[Note: Councillor D Ashton also attended this meeting to speak on the item indicated at Recommendation 2 below].

PART I - RECOMMENDATIONS**RECOMMENDATION 1 - Grant Aid Process 2006/07**

Your Panel received a report of the Director of Financial and Business Strategy which outlined the proposed process and timetable for the grant aid process in 2006/07. Officers requested that the Panel agree in principle not to accept late applications.

The Panel discussed the requirement for voluntary groups to have 80% of their members either living or working in Harrow, with particular reference to the restrictions this can impose on a group's ability to apply for an ALG grant. In response to Members' questions, officers informed the Panel that groups seeking advice on the most appropriate form of insurance were referred to organisations such as Harrow Association of Voluntary Services (HAVS), who would be able to provide impartial, tailored advice.

A Member requested that the application pack be amended to emphasise that funding of and above £10,000 would be offered in the form of a service level agreement. The proposed pack referred only to funding above £10,000.

Resolved to RECOMMEND: (to the Portfolio Holder)

That (1) the process and the timetable for funding voluntary organisations in 2006/07 be approved;

(2) the above be noted.

[REASON: To enable the Grants Unit to publicise the availability of grants and prepare the grant application packs in time for distribution in July 2005.]

RECOMMENDATION 2 - Edward Harvist Trust - Grant Application Process

Your Panel received a report of the Director of Financial and Business Strategy which recommended an application process for grants from the Edward Harvist Trust. The Panel was informed that approximately £70,500 in funds had been accumulated, with the Council receiving approximately £10,000 annual funds from the Trust.

An amendment to the application process was suggested which reduced the maximum grant from £5,000 to £3,000 in the event of the accumulated reserves being distributed. It was further suggested that this figure be reduced to £2,000.

Resolved to RECOMMEND: (to the Portfolio Holder)

That the grants process be approved, subject to reference to the following:

- After the accumulated reserves have been distributed, the maximum grant to any one organisation will be limited to £2,000;
- The Panel will look favourably on new and emerging organisations;
- Those organisations in receipt of SLAs are encouraged not to apply.

[REASON: The Panel needs to adopt a clear and transparent application process, before it considers applications from the Edward Harvist Trust. The agreed process will be disseminated to the Voluntary Sector in Harrow, so that local groups may gain access to this source of funding.]

RECOMMENDATION 3 - Community Lettings Grant Application Process

Your Panel received a report of the Director of Financial and Business Strategy which recommended an application process for grants in respect of community lettings.

The Panel placed emphasis on the need for thorough monitoring of organisations in receipt of a grant, to ensure that the grant was being used for the purposes given. The Panel suggested that a list detailing the facilities available in schools across the Borough should be produced for the benefit of organisations.

Resolved to RECOMMEND: (to the Portfolio Holder)

That the proposed community lettings grant application process be agreed.

[REASON: The Community Lettings Scheme is due to come on stream from 1 September 2006. Before the scheme is implemented, the Panel needs to adopt a transparent grant application process, which is clearly understood by the voluntary and community sector in Harrow.]

RECOMMENDATION 4 - Harrow Council for Racial Equality (HCRE) - Reserved Funding 2005/06

Your Panel received a report of the Director of Financial and Business Strategy which presented the additional information provided by HCRE in support of their grant application for funding for their casework service.

At its meeting on 28 February 2005, the Panel reserved a grant of £4,000 subject to HCRE producing this additional information. The Panel was informed that officers had received a revised request of £7,000 from HCRE, who informed the Council that they had secured match funding for this work. Following a brief discussion, the Panel felt that they could not justify supporting this request for additional funding.

Resolved to RECOMMEND: (to the Portfolio Holder)

That (1) the £4,000 reserved on 28 February 2005 be released;

(2) the request for £3,000 additional funding be declined.

[REASON: To finalise the grant allocations to voluntary organisations for 2005/06.]

RECOMMENDATION 5 - Grant Appeals 2005/06

The Panel received a report of the Director of Financial and Business Strategy which summarised correspondence received from Middlesex Association for the Blind and Harrow Bengalee Association regarding their grant applications for 2005/06.

Officers informed the Panel that Harrow Bengalee Association had not met the Panel's conditions for the release of reserve funding allocated on 28 February 2005. Officers had received a subsequent request from the Harrow Bengalee Association for additional funding of £1,500 to contribute to the cost of education lettings and other project costs.

Resolved to RECOMMEND: (to the Portfolio Holder)

That (1) Middlesex Association for the Blind be awarded £2,500 for 2005/06;

(2) Harrow Bengalee Association not be awarded any additional grants for 2005/06.

[REASON: Correspondence has been received from Middlesex Association for the Blind regarding the Panel's decision not to award them a grant for 2005/06 on 28 February 2005. Members are asked to reconsider their decision in light of the correspondence received. Correspondence has also been received from Harrow Bengalee Association regarding the Panels' decision on their grant application for 2005/06.]

PART II - MINUTES186. **Attendance by Reserve Members:**

RESOLVED: To note (1) the attendance at this meeting of the following duly appointed Reserve Members:-

<u>Ordinary Member</u>	<u>Reserve Member</u>
Councillor Miss Lyne	Councillor Branch
Councillor Anjana Patel	Councillor Billson

(2) the appointment of Councillor Omar as First Reserve on the Panel at Cabinet on 23 June 2005.

187. **Declarations of Interest:**

RESOLVED: To note that the following interests were declared:

(1) The following Member declared a personal interest in the business transacted at the meeting arising from their involvement in the organisation listed. Subject to paragraph 12.2c) of Section A in Part 5 of the Constitution, they remained and took part in the discussion and voting on the relevant item.

<u>Agenda Item</u>	<u>Member</u>	<u>Nature of Interest</u>
9. Harvist Trust – Grant Application Process	Councillor Bluston	Council appointed representative to the Edward Harvist Charity

(2) The following Member declared a personal and prejudicial interest in the business transacted at the meeting arising from their involvement with the organisation listed. Accordingly, they left the room and took no part in the discussion or voting on the relevant item.

<u>Agenda Item</u>	<u>Member</u>	<u>Nature of Interest</u>
11. HCRE Reserved Grant 2005/06	Councillor Mrs R Shah	Serves on Executive Committee for HCRE.

[Notes: (i) In accordance with Advisory Panel and Consultative Forum Procedure Rule 5.2, Councillor Thammaiah assumed the Chair at Agenda Item 11;

(ii) the Director of Financial and Business Strategy declared an interest in Agenda Item 9, resulting from her position as Treasurer of the Edward Harvist Charity].

188. **Arrangement of Agenda:**

RESOLVED: That (1) agenda item 11 be considered after agenda item 7;

(2) all items be considered with the press and public present.

189. **Minutes:**

A Member of the Panel suggested that the minutes of the Panel's meetings should be included in the agenda for the subsequent meeting, for Member's ease of reference. It was noted that the practice with regard to including the minutes in the agenda varied across the Council's Committees/democratic bodies. It was further suggested that the minutes should be circulated electronically to Members of the Panel. Following a short discussion, and upon being put to the vote, it was

RESOLVED: That (1) the minutes of the Panel's meetings will not be included in the agenda for the subsequent meeting;

(2) the minutes of the meeting held on 28 February 2005, having been circulated, be taken as read and signed as a correct record;

(3) the signing of the minutes of the meeting held on 9 June 2005 be deferred until printed in the next Council Bound Minute Volume.

[Note: A Member queried when the decision had been made to hold a consultation meeting on 9 June 2005. The Chair referred to Minute 60: 28.07.03 (GAP 27, Vol. 4) and noted that the Panel had agreed to hold consultation meetings in June/July to enable local voluntary groups to meet the Panel on an informal basis and receive information relating to other sources of funding. It was further noted that the Panel had

been unable to hold a similar consultation meeting in 2004 due to officer unavailability. The Panel discussed the appropriateness of conducting formal agenda business in an informal meeting environment, and it was suggested that future consultation meetings adopt a more informal structure, such as that used in stakeholder forums.]

190. **Public Questions:**

RESOLVED: To note that no public questions were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).

191. **Petitions:**

RESOLVED: To note that no petitions were received at this meeting under the provisions of the Advisory Panel and Consultative Forum Procedure Rule 13 (Part 4E of the Constitution).

192. **Deputations:**

RESOLVED: To note that no deputations were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 14 (Part 4E of the Constitution).

193. **Grant Aid Process 2006/07:**

See Recommendation 1.

194. **Harvist Trust - Grant Application Process:**

See Recommendation 2.

195. **Community Lettings - Grant Application Process:**

See Recommendation 3.

196. **Member-Led Review of Community Premises:**

The Panel received a verbal update on the Member-led review of community premises, which had been approved by the Portfolio Holder following recommendation from the Panel on 28 February 2005.

The Panel was informed that the review group had met once, and had agreed the broad strategy of the review. It was reported that limited resources had prevented the review from progressing. The Director of Finance and Business Strategy offered to discuss the provision of resources and administration with representatives from the review group.

Members recommended that the review should not proceed without appropriate officer support. Members discussed the benefits of the existing criteria, and identified areas that needed extra enforcement such as the three-year stay criteria.

RESOLVED: That the above be noted.

197. **Harrow Council for Racial Equality (HCRE) - Reserved Funding 2005/06:**

See Recommendation 4.

198. **Grant Appeals 2005/06:**

See Recommendation 5.

199. **Association of London Government (ALG) Review:**

The Director of Finance and Business Strategy outlined Harrow's response to the ALG review of its grants scheme. An update report providing an initial analysis of the responses to the consultation was tabled at the meeting.

The Director of Financial and Business Strategy reported that the majority of the 20 outer London boroughs were net contributors to the scheme, with Harrow providing a net contribution of £170,000.

Members of the Panel welcomed the report and supported the responses submitted by Harrow.

RESOLVED: That the above be noted.

(Note: The meeting having commenced at 7.30 pm, closed at 9.50 pm)

(Signed) COUNCILLOR REKHA SHAH
Chair