

## GRANTS ADVISORY PANEL

20 NOVEMBER 2006

Chairman: \* Councillor Joyce Nickolay

Councillors: \* Ms Nana Asante \* Asad Omar  
\* Don Billson \* Mrs Anjana Patel  
\* Ashok Kulkarni \* Mrs Rekha Shah  
\* Dhirajlal Lavingia (4) \* Stanley Sheinwald  
\* Mrs Myra Michael

Adviser: Deven Pillay, Chief Executive Harrow Mencap

\* Denotes Member present  
(4) Denotes category of Reserve Member

**PART I - RECOMMENDATIONS****RECOMMENDATION 1 - Terms of Reference**

The Panel received a report of the Director of Financial and Business Strategy, suggesting potential amendments to the Panel's Terms of Reference, in line with a request made at the 6 July 2006 meeting that these be reviewed.

After examining the proposed amendments, it was

**Resolved to RECOMMEND:** (to Cabinet)

That (1) Item (i) under Appendix B to the officer report be amended to read:

'To consider applications for funds from the Edward Harvist Trust, and make recommendations for funding to Cabinet or the Portfolio Holder as appropriate';

(2) the proposed Terms of Reference of the Panel, as set out at Appendix B to the officer report and as now amended, be approved.

**[Reason:** To clarify the role of the Panel.]

**RECOMMENDATION 2 - Community Premises Handbook**

The Panel received a report of the Director of Financial and Business Strategy, outlining revisions to the Community Premises Handbook. The Panel heard that the Handbook took into account some of the recommendations from the Member led review of Community Premises, which had reported to an earlier meeting of the Panel.

It was stated that there had been an attempt to move towards the monitoring of how spaces were used, rather than focusing on the overall number of hours, through revised monitoring forms. This would help provide more accurate information on the use of premises, and so in turn would help increase the efficiency of the service and greater use of the premises. It was also suggested that a small charge might be levied on the use of the meeting room to existing and new users.

**Resolved to RECOMMEND:** (to the Portfolio Holder, Finance and Business Matters)

That (1) the contents and policies detailed in the Community Premises Handbook attached at Appendix 1 of the officer report be noted;

(2) that the new policies be implemented on 1 January 2007;

(3) that the three-year tenure rule be applied from 1 April 2007 to accommodate new groups when necessary.

**[Reason:** To revise and update the Community Premises Handbook, for use by local voluntary organisations.]

(See also Minute 30).

**PART II - MINUTES**20. **Attendance by Reserve Members:**

**RESOLVED:** To note the attendance at this meeting of the following duly appointed Reserve Member:-

<u>Ordinary Member</u>	<u>Reserve Member</u>
Councillor Mrs Sasi Suresh	Councillor Dhirajlal Lavingia

21. **Declarations of Interest:**

**RESOLVED:** To note that the following Members declared personal interests arising from their involvement with the organisations listed. Accordingly, they remained and took part in the discussion and voting on the applications relating to these organisations:

<u>Member</u>	<u>Organisation</u>
Councillor Ms Nana Asante	BTWSC Flash Musicals Harrow Association of Voluntary Services Harrow Council for Racial Equality Harrow Crime Prevention Panel Harrow In Europe Harrow Refugee Forum Harrow Weald Common Conservators Harrow Women's Centre Kids Can Achieve Russian Immigrants Association SAHARA
Councillor Don Billson	Harrow Association of Voluntary Services NWLTC Commission Harrow on the Hill Forum
Councillor Myra Michael	Harrow in Europe
Councillor Joyce Nickolay	ALG Grants Committee Bentley Priory Nature Reserve Committee Harrow Agenda 21 Reserve Harrow Association of Voluntary Services Harrow Citizenship Advice Bureau Harrow Heritage Trust Executive Committee Harrow in Europe Harrow Sports Council Harrow Weald Common Board of Conservators
Councillor Asad Omar	Harrow Council for Racial Equality
Councillor Mrs Anjana Patel	Association Joint Committee Harrow Association of Voluntary Services Harrow on the Hill Forum Multi-Agency Forum on Racial Harassment Saint Dominic's College
Councillor Mrs Rekha Shah	Harrow Anti-Racist Alliance Harrow Association of Voluntary Services
Councillor Stanley Sheinwald	Harrow Association of Disabled People

22. **Arrangement of Agenda:**

**RESOLVED:** That all items be considered with the press and public present.

23. **Minutes:**

**RESOLVED:** That the minutes of the meeting held on 6 July 2006 be taken as read and signed as a correct record.

24. **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 16 (Part 4E of the Constitution).

25. **Petitions:**

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

26. **Deputations:**

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

27. **Terms of Reference of the Grants Advisory Panel:**

(See Recommendation 1).

28. **Community Lettings Criteria:**

The Panel received a report of the Director of Financial and Business Strategy, setting out both the old and revised Community Lettings criteria.

Members raised concerns over the criteria allowing organisations that had been using premises for religious activities in the period September 2005 to August 2006 to continue doing so, as this could potentially be seen as discriminatory.

It was reported that there was one group to which this was applicable, and that the subsidy they received would be reduced next year, in line with the agreed criteria.

The Panel agreed that Members' concerns be noted, and that they might be the subject of a possible future recommendation or report.

**RESOLVED:** That the report be noted.

29. **Monitoring of Grants and SLAs for 2005/2006:**

An officer presented a report of the Director of Financial and Business Strategy, outlining the performance and activities of those voluntary organisations awarded funding in 2005/2006.

The Panel heard that monitoring had been undertaken through the submission of a standard Monitoring and Assessment Form by each organisation, as required by the terms of funding. Forms were sent to 77 organisations, of which 5 had not returned them. In addition to this, groups in receipt of funding in excess of £5,000 were also monitored through an officer visit; 28 out of a possible 29 organisations had been visited to this end.

Members discussed the activities of the individual organisations set out in the appendices to the published officer report, and commented that the report would provide useful background information prior to allocating grant funding in 2006/2007.

It was added that possible methods by which the work of monitoring voluntary organisations could be more equitably distributed between grants officers and officers from other parts of the Council structure, who might be involved in monitoring the same organisations, be examined.

At a later point in the meeting, the Chairman gave permission meeting for a representative of the North West London Community Foundation to outline the Foundation's activities and their relation to those of the Grants Advisory Panel, owing to the potential benefit of this information to Panel Members and local voluntary organisations.

**RESOLVED:** That the report be noted.

30. **Community Premises Handbook:**

Further to Recommendation 2 above, a Member suggested that voluntary organisations might find information relating to all available premises useful, which could be obtained on the Council's website.

It was also suggested that volunteers from the Harrow Association of Voluntary Services (HAVS) could advise on monitoring the use of Community Premises.

The proposed formation of a Community Trust was discussed, in order to develop the scheme over the long term. Officers were asked to seek further advice on this, as well as to raise this with voluntary organisations, and gather feedback.

**RESOLVED:** That the above be noted.

31. **Date of Next Meeting:**

**RESOLVED:** That (1) the Panel's meeting scheduled for 22 November 2006 be cancelled;

(2) it be noted that the next meeting of the Panel would take place on 18 December 2006.

(Note: The meeting having commenced at 7.30 pm, closed at 9.28 pm)

(Signed) COUNCILLOR JOYCE NICKOLAY  
Chairman