

Call-In Sub-Committee AGENDA

DATE: Wednesday 4 May 2011

TIME: 7.30 pm

VENUE: Council Chamber, Harrow
Civic Centre

MEMBERSHIP (Quorum 3)

Chairman: Councillor Jerry Miles

Councillors:

Sue Anderson
Sachin Shah

Susan Hall
Paul Osborn

Reserve Members:

1. Nana Asante
2. Ann Gate
3. Ajay Maru

1. Barry Macleod-Cullinane
2. Tony Ferrari
3. Kam Chana

Contact: Alison Atherton/Claire Vincent Senior Professional - Democratic Services
Tel: 020 8424 1266/1637 E-mail: alison.atherton@harrow.gov.uk
claire.vincent@harrow.gov.uk

AGENDA - PART I

1. ATTENDANCE BY RESERVE MEMBERS

To note the attendance at this meeting of any duly appointed Reserve Members.

Reserve Members may attend meetings:-

- (i) to take the place of an ordinary Member for whom they are a reserve;
- (ii) where the ordinary Member will be absent for the whole of the meeting; and
- (iii) the meeting notes at the start of the meeting at the item 'Reserves' that the Reserve Member is or will be attending as a reserve;
- (iv) if a Reserve Member whose intention to attend has been noted arrives after the commencement of the meeting, then that Reserve Member can only act as a Member from the start of the next item of business on the agenda after his/her arrival.

2. APPOINTMENT OF VICE-CHAIRMAN

To appoint a Vice-Chairman for the Municipal Year 2010/11.

3. DECLARATIONS OF INTEREST

To receive declarations of personal or prejudicial interests, arising from business to be transacted at this meeting, from:

- (a) all Members of the Sub Committee;
- (b) all other Members present.

4. MINUTES (Pages 1 - 4)

That the minutes of the meeting held on 22 September 2009 be taken as read and signed as a correct record.

5. PROTOCOL FOR THE OPERATION OF THE CALL-IN SUB-COMMITTEE (Pages 5 - 6)

6. CALL-IN OF THE DECISION OF CABINET MEETING HELD ON 7 APRIL 2011: GRANT FUNDING 2011-12 (Pages 7 - 62)

The following documents are attached:-

- a) Notices invoking the Call-ins
- b) Minutes of the Cabinet Meeting held on 7 April 2011
- c) Report submitted to the Cabinet Meeting held on 7 April 2011

AGENDA - PART II

Nil

CALL-IN SUB-COMMITTEE

22 SEPTEMBER 2009

Chairman: Councillor Anthony Seymour

Councillors: * Mrs Lurline Champagnie (2) * Mitzi Green
* B E Gate * Dinesh Solanki (3)

* Denotes Member present
(2) and (3) Denote category of Reserve Member

[Note: Councillor Paul Osborn attended this meeting to speak on the item indicated at minute 47 below. Councillor Bill Stephenson also attended this meeting.]

PART I - RECOMMENDATIONS - NIL

PART II - MINUTES

44. **Attendance by Reserve Members:**

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

Ordinary Member

Councillor Stanley Sheinwald
Councillor Mark Versallion

Reserve Member

Councillor Dinesh Solanki
Councillor Mrs Lurline Champagnie

45. **Appointment of Vice-Chairman:**

RESOLVED: To appoint Councillor Mitzi Green as Vice-Chairman of the Call-In Sub Committee for the 2009/10 Municipal Year.

46. **Declarations of Interest:**

RESOLVED: To note that the following interest was declared:

<u>Agenda Item</u>	<u>Member</u>	<u>Nature of Interest</u>
7. Learning and Development	Councillor Paul Osborn	Prejudicial interest in that he was the Portfolio Holder for Performance, Communication and Corporate Services and had taken the decision on this item. He remained in the room for the purpose of explaining the reasons for his decision and answering questions.

47. **Minutes:**

RESOLVED: That the minutes of the meeting held on 30 July 2009 be taken as read and signed as a correct record.

48. **Call-In of the Decision of the Portfolio Holder Decision Meeting on 3 September 2009: Learning and Development:**

Prior to the commencement of the consideration of the Call-In matter, the Chairman advised that the Portfolio Holder for Performance, Communications and Corporate Services was in attendance at the Sub-Committee to respond to the call-in as part of the requirement of that process.

It was reported that the Portfolio Holder for Performance, Communications and Corporate Services (the Portfolio Holder) had agreed a decision in relation to the Learning and Development Project. A Call-In Notice calling in the decision had been subsequently received, signed by more than 150 members of the public, and the decision had therefore been referred to this Sub-Committee for consideration.

The Sub-Committee received the notice invoking the call-in procedure, the report of the Director of Business Transformation and Customer Services submitted to the Portfolio Holder and the relevant minutes.

The decision had been called-in on the following grounds:

- inadequate consultation with stakeholders prior to the decision;
- insufficient consideration of legal and financial advice;
- absence of adequate evidence on which to base a decision;
- action not proportionate to the desired outcome.

The Chairman outlined the procedure to be followed at the meeting, and invited Darren Butterfield to speak on behalf of the signatories.

Mr Butterfield, addressed each of the points raised within the Call-In Notice, outlining the concerns Unison had with regard to each and where they believed failures had occurred in the process followed to date. Having fully participated in the consultation process, Unison had submitted a response which included a request for a full Equality Impact Assessment (EIA) to take into account the impact the decision would have in terms of equality on staff. It was alleged that:

- at no stage during the agreed consultation period had an EIA been conducted;
- the decision to then extend the consultation period was unilateral and had affected facility time;
- no explanation had been given as to why the EIA was not conducted during the agreed consultation period;
- there was no evidence in the Full Business Case that alternative options had been explored;
- there was no service performance data of the current function, no options appraisal or improvement examination;
- the options put forward in the Unison response had not been explored;
- it was not a competitive process;
- the action was not proportionate to the desired outcome as the decision would result in redundancies for limited cost savings;
- Unison requested independent scrutiny to define the figures involved.

Upon being invited to respond, the Portfolio Holder for Performance, Communications and Corporate Services advised that the process leading to his decision had been underway for nine months, allowing for substantial consultation with Trade Unions, staff involved and the BTP (Business Transformation Panel). An EIA was required to be completed and the outcome reported prior to the decision being made, not necessarily during the consultation period. In response to a request, he had suspended Standing Orders to enable representations to be made by Unison at the relevant Portfolio Holder Decision meeting. He had made provision for earlier consultation in future, but this did not mean that there was inadequate consultation in this instance.

The Portfolio Holder stated that he was unaware of any legal or financial advice that had not been considered. He stated that redeployment, not redundancies, was the expectation, with one member of staff having already been redeployed.

The Portfolio Holder added that a robust business case had been applied with confirmation of the financial implications by the Corporate Strategy Board and BTP Panel. He advised that this option would deliver the expected savings.

The Sub-Committee was advised by the Portfolio Holder that the in-house option had been examined and significant problems had been identified including higher software and infrastructure costs and the additional resilience required for sale to other Local Authorities. Capacity problems would arise as the option would take managers away from their core responsibilities. Due to the financial constraints and capacity problems the in-house option was therefore considered not to be sustainable.

With reference to the business case, the Portfolio Holder stated that the decision had been taken not only to deliver savings, but to access the technology. He further stated that if savings were not realised over 10 years, it was still worth doing as the software capability would be within the organisation.

In response to questions from Members of the Sub-Committee, clarification was provided on the following issues by the signatories:

- 2 days' notice had been given that the consultation was extended;
- the employees affected by the decision were from BAME (Black, Asian and Minority Ethnic) groups;
- involvement in consultation commenced from the Outline Business Case in December 2008;
- Unison provided information in response to the consultation on the Full Business Case.

In response to questions from Members of the Sub-Committee to the Portfolio Holder, clarification was provided on the following issues:

- an EIA was required prior to change or a decision to make change and should include stakeholder views. The time required to complete the assessment depended on the scale of the proposed change;
- an EIA questionnaire checklist was completed subsequent to the request from Unison on 18 August 2009. It was important to note that this was part of the decision making process and not the consultation process and Unison had the opportunity to comment right up to the point the decision was made;
- consultation started in November 2008, and included site visits to Capita operations with staff and trade unions. All views were reported in the questionnaire checklist which was updated with the responses were received from staff;
- whilst alternative options were considered, in depth examination did not take place where information indicated that a proposal was not viable, such as the cost of the in-house option and the consequence of management time being required on other than the core subject. The wording 'viability tested' in the minutes of the Portfolio Holder Decision meeting could have been worded as 'considered';
- the requirement for a Portfolio Holder's meeting had been included in the forward plan from at the beginning of August 2009;
- substantial efficiencies could be made, with service improvements that were self-financing due to the implementation of technology. Three business cases had recently been approved by the Portfolio Holder which had the benefit of service improvements in addition to budget savings (the Portfolio Holder was delegated to approve full Business Cases relating to the Business Transformation Project on behalf of the Council and wanted to ensure maximum engagement). He did not consider that his request, that mechanisms be put in place to allow options on future projects to be explored more widely at an earlier stage, would have affected the result of this case if introduced earlier;
- he had allowed Members and Harrow Unison Branch representatives to address the Portfolio Holder Decision meeting on 3 September 2009;
- the recent summer holiday period should not have been an issue for Unison as the consultation process commenced in November 2008. Additionally, Unison had not raised this as part of their objections;
- it had not been considered that there was anything substantial for the Overview and Scrutiny Committee to examine in connection with the item. However, he was content for the Committee to review the item should it wish to consider the matter.

The Sub-Committee agreed that, without setting a precedent, both Unison and the Portfolio Holder would have the opportunity to sum up for two minutes.

In summing up, the representative of the petitioners agreed that the process had taken place over a long period of time, but that it had taken the trade union's actions to initiate and remind the decision makers of their equality duty. He expressed the view that that the process had not been competitive as an options appraisal had not been

undertaken and there was no comparative data to substantiate that other options had been considered.

The Portfolio holder, in summing up:

- reiterated that the EIA had been undertaken and considered prior to the decision;
- stated that adequate consultation had taken place as the process had taken nine months and had included opportunities for relevant parties to speak at all meetings;
- that there had been sufficient consideration of legal and financial advice;
- strongly felt there had been overwhelming evidence on which to base the decision taken;
- felt that the decision was clearly proportionate as it would deliver improved services and make savings.

The Chairman thanked Darren Butterfield and the Portfolio Holder for their attendance.

(The Sub-Committee then adjourned from 8.35 pm – 9.35 pm to receive legal advice.)

Members of the Sub-Committee, having considered all the evidence, summarised their individual views relating to the grounds for call-in, noting that:

- on ground a (inadequate consultation with stakeholders prior to the decision), ground f (insufficient consideration of legal and financial advice) and d (the action is not proportionate to the desired outcome), it was the opinion of the Sub-Committee that there was insufficient evidence to support the validity of the challenge;
- on ground b (absence of adequate evidence on which to base a decision) Members expressed various views both supporting and opposing the stated grounds. On being put to the vote, the majority decision was that the Call-In was not proven on this stated ground.

RESOLVED: That the challenge to the decision be taken no further and the decision be implemented.

49. **Exclusion of the Press and Public:**

RESOLVED: That the press and public be excluded from the meeting for the following item for the reasons set out below:

<u>Item</u>	<u>Title</u>	<u>Reason</u>
5.	Learning and Development	Information under paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, relating to the financial or business affairs of any particular person (including the authority holding that information)

50. **Learning and Development:**

The Sub-Committee noted the appendix to the report of the Director of Business Transformation and Customer Service.

(Note: The meeting having commenced at 7.30 pm, closed at 9.55 pm)

(Signed) COUNCILLOR ANTHONY SEYMOUR
Chairman

PROTOCOL FOR THE OPERATION OF THE CALL-IN SUB-COMMITTEE

1. Call-in is the process whereby a decision of the Executive, Portfolio Holder or Officer (where the latter is taking a Key Decision) taken but not implemented, may be examined by the Overview and Scrutiny Committee prior to implementation. The Overview and Scrutiny Committee has established the Call-in Sub-Committee to carry out this role. Committee Procedure Rule 46 sets out the rules governing the call-in process.

The Process for Call-in

2. Six of the Members of the Council can call in a decision of the Executive which has been taken but not implemented. In relation to Executive decisions on education matters only, the number of Members required to call in a decision which has been made but not implemented shall be six Councillors or, in the alternative, six persons comprising representatives of the voting co-opted members and at least one political group on Overview and Scrutiny Committee. Only decisions relating to Executive functions, whether delegated or not, may be called in.

150 members of the public (defined as anyone registered on the electoral roll of the Borough) can call in a decision of the Executive, which has been taken but not implemented.

3. Decisions of the Executive will not be implemented for 5 clear working days following the publication of the decision and a decision can only be called in within this period (this does not apply to urgent decisions - Committee Procedure Rule 47 refers). The notice of the decision will state the date on which the decisions may be implemented if not called in.

4. Call-in must be by notification to the Monitoring Officer in writing or by fax:

i) signed by all six Members and voting co-optees requesting the call-in. A request for call-in by e-mail will require a separate e-mail from each of the six Members concerned.

ii) signed by all 150 members of the public registered on the electoral roll, and stating their names and addresses.

5. In accordance with Committee Procedure Rule 46.5, a notice seeking to invoke the call-in procedure must state at least one of the following grounds in support of the request for a call-in of the decision:-

- (a) inadequate consultation with stakeholders prior to the decision;
- (b) the absence of adequate evidence on which to base a decision;
- (c) the decision is contrary to the policy framework, or contrary to, or not wholly in accordance with the budget framework;
- (d) the action is not proportionate to the desired outcome;
- (e) a potential human rights challenge;
- (f) insufficient consideration of legal and financial advice.

Referral to the Call-in Sub-Committee

6. Once a notice invoking the call-in procedure has been received, the decision may not be implemented until the Chair and nominated member have considered the guidance outlined in Appendix 1 to the Committee Procedure Rules and, if required, the Call-in Sub-Committee has considered the decision. The Monitoring Officer shall in consultation with the Chair arrange a meeting of the Call-in Sub-Committee to be held within seven clear working days of the receipt of the request for call-in.

7. The Call-in Sub-Committee will consider the decision and the reasons for call-in. The Sub-Committee may invite the Executive decision-taker and a representative of those calling in the decision to provide information at the meeting.

8. The Sub-Committee may come to one of the following conclusions:-
- (i) that the challenge to the decision should be taken no further and the decision be implemented;
 - (ii) that the decision is contrary to the policy framework or contrary to or not wholly in accordance with the budget framework, and should not therefore be referred to the Council. In such a case the Call-in sub-committee must set out the nature of its concerns for Council; or
 - (iii) that the matter should be referred back to the decision taker (i.e the Portfolio Holder or Executive, whichever took the decision) for reconsideration. In such a case the Call-in sub-committee must set out the nature of its concerns for the decision taker/Executive.

Harrow & Wealdstone
**Shop
mobility**

Registered Charity no 1044173

Friday, 15 April 2011

The Director of Legal and Governance Services
Harrow Council
Room 127, Civic Centre
Harrow
HA1 2UH

Dear Sir/Madam,

We are requesting a Call-In on the recent Cabinet decision to refuse our grant application for £22,000 funding from the Council for the year 2011/12. The main reasons for this are as follows:

1. Inadequate consultation with stakeholders prior to the decision.
2. That the matter should be referred back to the decision-maker for reconsideration.
3. The action is not proportionate to the desired outcome.
4. A potential human rights challenge

We believe that, apart from rudimentary guidance in how to complete the application forms, there has been scant consultation with us about this process. There has most certainly been very little assessment of the impact the withdrawal of our grant funding will have on Shopmobility as an organisation and also to the disabled residents of Harrow. The funding of this grant is mainly used to cover the one paid member of staff on a part-time basis. Without this grant, this post will no longer be funded and the future of our service as it stands is at serious risk.

Shopmobility not only provides mobility and opportunities for disabled residents to get out, who otherwise would not do so, but it also provides wheelchairs on short-term loans for holidays and periods after a stay in hospital – a vital 'stop gap' which has been acknowledged by both the NHS and your own Social Services department, who seem unable to cope with demand. By closing us down (which the loss of funding could bring about) does this mean that your Social Services department will, in future, be able to provide this service to residents having either long-term or short-term disabilities?

Shopmobility operates on a relative shoestring and delivers so much. The positive impact it is able to have on disabled residents' lives should not be underestimated. This is why we believe that the negative impact the removal of grant funding will have on our organisation is totally disproportionate, considering the relatively small sum involved.

We cannot believe that the benefit derived by many hundreds of disabled and isolated Harrow residents, for whom the services of Shopmobility are an indispensable 'lifeline', is to be thrown away so cheaply.

At Shopmobility, we fully support the Council's vision "Working together, Our Harrow our Community". We also understand that the Council has the following Corporate priorities:

- Supporting and protecting people who are most in need
- United and involved communities: a Council that listens and leads

These are our priorities too and we feel that, by properly understanding the work that Shopmobility does and the benefit we bring to so many in our community, you will realise that we deliver on these priorities for a very small outlay in terms of grant subsidy.

Another of your priorities is also "Access for All" and, by depriving the disabled residents of our facility, you are taking away that access which gives them day-to-day independence. Do you not feel that their human rights are being violated?

We consider that we have met the criteria as laid out in the document 'Voluntary and Community Grants 2011/2012 – Information to Grant Applicants'.

How do we explain to our users why we can no longer offer our service to them? In order to do that, we must have a clear understanding as to how this analysis was carried out. .

We would therefore urge you to reconsider our application and uphold our appeal for grant funding.

Thank you.

Yours faithfully,



Gaye Branch
Chairman

CALL-IN NOTICE

To be completed by Members of the Public, as per the provisions of Committee Procedure Rule 46.5.

To: The Director of Legal and Governance Services

1. Notice of Call-In of Executive Decision

In accordance with Committee Procedure Rule 46.5, we, the 150 signatories to this call-in notice (see numbered continuation sheets overleaf), being members of the public registered on the electoral roll of the London Borough of Harrow, hereby give notice that we wish to call-in the Executive decision detailed in section 2 below.

2. Details of Executive Decision

The details of the Executive decision are as follows:-

Decision: Grant Funding 2011-12

Made by: Cabinet / Cllr. Rekha Shah - Community + Culture
(Cabinet/relevant Portfolio Holder)

Published on: 12th April 2011
(Date)

3. Grounds for Call-In

(Please specify below the grounds for the call-in, in accordance with Committee Procedure Rule 46.5. Please note that, in the event that this call-in is referred to the Call-in Sub-Committee, the considerations of the Sub-Committee will focus on the grounds stated, and the Sub-Committee will seek evidence to support them. Please therefore also set out below details of the evidence to support the grounds for call-in, continuing on a separate sheet if necessary).

- 1) Consultation Process was inadequate (see attached)
- 2) Act not appropriate to the outcome (see attached)
- 3) Human Rights (see attached)

Also see letter re the impact on ShopMobility

1. Consultation Process was inadequate

Although our Office Manager (new to this position) attended a meeting about completing the application form, very little information was actually given at this meeting. Most of the time was taken up with discussion groups, with very little information given to the actual filling in of the form itself, and the criteria required to complete the form adequately.

2. Act not appropriate to the outcome

Our clients/users are trying to lead independent lives and our services help them in their aims. Refusal of this grant application will cause the closure of Harrow and Wealdstone Shopmobility before Christmas this year, unless further core funding is made available or found. There will be an added burden put upon Adult Services by this section of residents in order for them to live their lives as independently as they would like. This will also mean that our clients will no longer be able to use any of the facilities within Harrow's town centre due to being unable to access them.

The majority use our facilities to access the shops, banks, cinemas, library and other amenities that they would not be able to access without the use of our scooters and wheelchairs. In many cases our clients use their free taxi allowance to get to our shop so that they can use our scooters to do all of their shopping, banking and other services they need in one visit. Without us they would be condemned to remain in their homes as they would have no way to get around Harrow to do what they do now.

We also have many referrals from local sources such as the Red Cross, Northwick Park Hospital (via Social Services) as well as other charities who refer their clients to us to provide them with wheelchairs on a longer term loan where they have incurred an injury or are recovering from an operation and require a chair for a short period. We also provide wheelchairs to community homes etc. that need a number of chairs to enable them to take a party of their residents on an outing or holiday. All of these services would have to be met from another source or stop altogether if we are forced to close.

3. Human rights

We consider that the Human Rights of these residents are being undermined and their dignity and independence will, to a large degree, be lost.

Without our service our clients would be unable to do the everyday things that they do now, making them virtual prisoners in their homes, with no way for them to go out and do the things that a fit or mobile person takes for granted.

This would obviously have a serious mental as well as physical effect on the well being of those involved, being confined to the same four walls for 24 hours a day, seven days a week.

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Once completed, please forward this form to Alison Atherton or Claire Vincent, Legal & Governance Services, Harrow Council, Room 127, Civic Centre, HA1 2UH or send it by fax to 020 8424 1557 WITHIN 5 CLEAR WORKING DAYS OF THE DATE OF PUBLICATION OF THE DECISION.

The Director of Legal and Governance Services
Harrow Council
Room 127, Civic Centre
Harrow
HA1 2UH

Dear Sir/Madam,

We are requesting a Call-In on the recent Cabinet decision to refuse our grant application for £22,000 funding from the Council for the year 2011/12. The main reasons for this are as follows:

1. Inadequate consultation with stakeholders prior to the decision.
2. That the matter should be referred back to the decision-maker for reconsideration.
3. The action is not proportionate to the desired outcome.
4. A potential human rights challenge

We believe that, apart from rudimentary guidance in how to complete the application forms, there has been scant consultation with us about this process. There has most certainly been very little assessment of the impact the withdrawal of our grant funding will have on Shopmobility as an organisation and also to the disabled residents of Harrow. The funding of this grant is mainly used to cover the one paid member of staff on a part-time basis. Without this grant, this post will no longer be funded and the future of our service as it stands is at serious risk.

Shopmobility not only provides mobility and opportunities for disabled residents to get out, who otherwise would not do so, but it also provides wheelchairs on short-term loans for holidays and periods after a stay in hospital – a vital 'stop gap' which has been acknowledged by both the NHS and your own Social Services department, who seem unable to cope with demand. By closing us down (which the loss of funding could bring about) does this mean that your Social Services department will, in future, be able to provide this service to residents having either long-term or short-term disabilities?

Shopmobility operates on a relative shoestring and delivers so much. The positive impact it is able to have on disabled residents' lives should not be underestimated. This is why we believe that the negative impact the removal of grant funding will have on our organisation is totally disproportionate, considering the relatively small sum involved.

We cannot believe that the benefit derived by many hundreds of disabled and isolated Harrow residents, for whom the services of Shopmobility are an indispensable 'lifeline', is to be thrown away so cheaply.

At Shopmobility, we fully support the Council's vision "Working together, Our Harrow our Community". We also understand that the Council has the following Corporate priorities:

- Supporting and protecting people who are most in need
- United and involved communities: a Council that listens and leads

These are our priorities too and we feel that, by properly understanding the work that Shopmobility does and the benefit we bring to so many in our community, you will realise that we deliver on these priorities for a very small outlay in terms of grant subsidy.

Another of your priorities is also "Access for All" and, by depriving the disabled residents of our facility, you are taking away that access which gives them day-to-day independence. Do you not feel that their human rights are being violated?

We consider that we have met the criteria as laid out in the document 'Voluntary and Community Grants 2011/2012 – Information to Grant Applicants'.

How do we explain to our users why we can no longer offer our service to them? In order to do that, we must have a clear understanding as to how this analysis was carried out.

We would therefore urge you to reconsider our application and uphold our appeal for grant funding.

Thank you.

Yours faithfully,



Gaye Branch
Chairman

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CALL-IN NOTICE

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To: The Director of Legal and Governance Services

1. Notice of Call-In of Executive Decision

In accordance with Committee Procedure Rule 46.5, we, the 150 signatories to this call-in notice (see numbered continuation sheets overleaf), being members of the public registered on the electoral roll of the London Borough of Harrow, hereby give notice that we wish to call-in the Executive decision detailed in section 2 below.

2. Details of Executive Decision

The details of the Executive decision are as follows:-

Decision: *grant funding for year 2011-2012*

Made by: *Cabinet*
(Cabinet/relevant Portfolio Holder)

Published on: *16th April 2011*
(Date)

3. Grounds for Call-In

(Please specify below the grounds for the call-in, in accordance with Committee Procedure Rule 46.5. Please note that, in the event that this call-in is referred to the Call-in Sub-Committee, the considerations of the Sub-Committee will focus on the grounds stated, and the Sub-Committee will seek evidence to support them. Please therefore also set out below details of the evidence to support the grounds for call-in, continuing on a separate sheet if necessary).

1. *Inadequate Consultation with stakeholders - there has been no consultation with people whose reliance on services is so great that it is unfair to remove services without consultation.*

2. *The absence of adequate evidence on which to base the*

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decision - it is unclear how the scoring was prioritised
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to enable so many groups to attain high scores of over 95%. In
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addition, Grants Panel members were given only 1 day to review
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the decisions made by the Officer Panels, & review was not
.....
adequate.
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- That the matter should be referred back to the decision -
.....

Once completed, please forward this form to Alison Atherton or Claire Vincent, Legal & Governance Services, Harrow Council, Room 127, Civic Centre, HA1 2UH or send it by fax to 020 8424 1557 WITHIN 5 CLEAR WORKING DAYS OF THE DATE OF PUBLICATION OF THE DECISION.

Continuation sheet for Call-in notice April 2011

maker for consideration. In such a case the call-in sub-committee must set out the nature of its' concerns to the decision maker – in this case it is essential for the decision to be called in for reconsideration, as the appeals process is inadequate to deal with the issues involved.

The action is not proportionate to the desired outcome – the proposed decision to cut some long standing and essential services which have significantly reduced poverty, social exclusion and serious disadvantage to vulnerable people in Harrow cannot be said to be proportionate in savings to the adverse effects on the lives of those who have been affected.

A potential human rights challenge – this arises from the effects of withdrawing services which have significantly reduced poverty, social exclusion and serious disadvantage to vulnerable people in Harrow, at a time when one of the council's priority groups is vulnerable people

Insufficient consideration of legal and financial advice – the decisions made are potentially unlawful because under the amendment to The Equality Act 2010, the Public Sector Equality Duty which came into force on 5th April 2011, confirms that the impact on local disabled (and other people) must be assessed and properly taken into account for decisions to be valid.

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As a group of organisations which have received funding from the Grants Unit for some years, we are very concerned at the proposed removal of funding for our services, and have been advised that it is likely that do to so is a breach under the Equality Act 2010.

It is our view that removing funding from services such as HAD's Welfare Benefit service, which massively relieves poverty and exclusion of disabled people; Harrow Mencap's Schools service which is essential for the support of disabled children and their families, and Flash Musicals, working with people who may be disabled or living in poverty needs to be properly reviewed. Such decisions are likely to put many people in jeopardy and the removal of those services is likely to be illegal. In the case of some organisations such as Flash Musicals, the organisation would cease to exist without this funding, and every attendee would be affected.

Other organisations such as Harrow in Europe play an important role in meeting Harrow Council's corporate priorities.

We need to ask you to reconsider and would like to meet you to discuss. We would also be willing to provide you with, or support you in carrying out, Equality Impact Assessments to ascertain the level of serious difficulties this action would cause for disabled people in Harrow.

We look forward to hearing from you.

A number of organisations are affected, to discuss further please contact:

Angela Dias
Chief Executive
HAD

Terry Revill
Project Co-ordinator
Flash Musicals

Deven Pillay
Chief Executive
Harrow Mencap

John Hinkley
Trustee
Harrow in Europe

Cc: Brandon Hills
Michael Lockwood
Bill Stephenson

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Key Decision - Grant Funding 2011/12

The Portfolio Holder for Community and Cultural Services introduced the report, which set out the recommendations for the allocation of grants to the voluntary and community sector for 2011/12 together with the recommendations of the special meeting of the Grants Advisory Panel meeting held on 30 March 2011.

The Portfolio Holder stated that altogether, the Council had received 131 applications and the total amount requested was £2.3m. However, the budget available to the Council was £600,000, as savings had been forced upon the Council by the government. She commended the partnership working between the Council and the Voluntary Sector and the valuable work carried out by this Third Sector. Compared to other local authorities that were either cutting their entire grant budgets or reducing them drastically, this Council was reducing its grant funding by 15% only.

The meeting was informed that, on the basis of the funding criteria, it was being recommended that those applications with a score of 95% or above be awarded 85% of the amount applied for subject to a number of conditions being met. The report also recommended that 5% of the budget be set aside to fund appeals, amounting to a figure of £30,336.

The Portfolio Holder also drew attention to the recommendations of the Grants Advisory Panel, which, inter alia, proposed that all appeals be considered before final recommendations are made and that the appeals be considered by a Panel of Reserve Members. She agreed in principle with the Grants Advisory Panel that decisions on appeals should be made quickly. However, having given due consideration to the Panel's recommendations and having reflected on the experiences and lessons learnt from last year which resulted in significant delays for organisations, the Portfolio Holder proposed changes to the officer recommendations set out in the report, namely that a sub-paragraph 1(c) be added and recommendation 2 be replaced. She added that the report also sought approval to ring-fence £20,781 to fund the development of support services to the voluntary sector to replace those previously provided by the former Harrow Association of Voluntary Services (HAVS). This would be matched by £47,000 carried forward from the current year.

In addition, the report sought delegated authority to the Corporate Director Community and Environment, in conjunction with the Portfolio Holder, to withdraw grant offers from organisations that did not meet the conditions described in the report. In commending the report to Cabinet with the changes proposed, as set out in the resolution below, the Portfolio Holder stated that she recognised the benefits the voluntary and community sector provided to Harrow's diverse communities.

The Leader of the Council stated that the decision before Cabinet was difficult as some organisations would lose out but, the Council had a strong record of supporting the voluntary and community sector. He further noted that a record number of applications had been received for 2011/12.

RESOLVED: That

- (1) grant recommendations for the 2011/12 Main Grants Programme, based on the assessment of applications described in the officer report and as outlined in paragraph 2.2.6 Option 1, be agreed subject to:
 - (a) a receipt of satisfactory supporting documents and references;
 - (b) confirmation from the recipient organisation that the proposed project can be delivered within the amount recommended by the deadline of 3 May 2011
 - (c) any variation to the percentage score range and percentage grant allocation necessitated by decisions on appeals as set out in resolution 2 below
- (2) authority to consider and determine appeals be delegated to the Divisional Director Community and Cultural Services in conjunction with the Portfolio Holder for Community and Culture Services including the appointment of an Independent Advisor to advise the Divisional Director and the Portfolio Holder on those appeals and, furthermore, the Divisional Director, in conjunction with the Portfolio Holder, be authorised to vary both the percentage of the grant awarded and the scoring range within which grants are allocated, in light of the decisions on appeals;
- (3) £20,781 be ring-fenced to fund the interim delivery and long-term development of support services for the voluntary and community sector to replace those provided by Harrow Association of Voluntary Service (HAVS);
- (4) applications with a score below the threshold agreed for funding be placed on a reserve list;
- (5) authority be delegated to the Corporate Director Community and Environment, in conjunction with the Portfolio Holder for Community and Culture Services, to:
 - (i) withdraw grant offers where organisations do not comply with the conditions of grant funding as in Resolution 1 above; and
 - (ii) award available funds to organisations on the reserve list in order of highest scores achieved and, where scores are tied, that funding be only distributed when available.

Reason for Decision: To award funding from the Main Grants Programme to voluntary and community sector (VCS) organisations to support them in delivering their services in 2011/12.

REPORT FOR: CABINET

Date of Meeting: 7 April 2011

Subject: Grant funding 2011/12

Key Decision: Yes

Responsible Officer: Brendon Hills, Corporate Director
Community and Environment

Portfolio Holder: Councillor Rekha Shah, Portfolio
Holder for Community and Culture

Exempt: No

**Decision subject to
Call-in:** Yes

Enclosures: Appendix 1: Grant application
breakdown 2011/12
Appendix 2: Grant assessment scores
Appendix 3: Applications unsuccessful
at stage 1 assessment
Appendix 4: Recommendation from
the special meeting of the Grants
Advisory Panel held on 30 March

Section 1 – Summary and Recommendations

This report sets out recommendations for the allocation of grants to the voluntary and community sector for 2011/12.

Recommendations:

Cabinet is requested to approve:

1. Grant recommendations for the 2011/12 Main Grants Programme based on the assessment of applications described in this report and as outlined in paragraph 2.2.6 Option 1, subject to:
 - (a) receipt of satisfactory supporting documents and references
 - (b) confirmation from the recipient organisation that the proposed project can be delivered within the amount recommended by the deadline of 3rd May 2011.
2. That 5% of the available grants budget is designated to meet any appeals which may be received for 2011/12 and that successful appeals cannot exceed this budget. Appeals to be assessed independently and final decisions to be made by the Portfolio Holder. If no appeals are received this funding to be made available for the reserve list.
3. That £20,781 is ring-fenced to fund the interim delivery and long-term development of support services for the voluntary and community sector to replace those provided by Harrow Association of Voluntary Service (HAVS).
4. That applications with a score below the threshold agreed for funding are placed on a reserve list.
5. That authority is delegated to the Corporate Director Community and Environment in conjunction with the Portfolio Holder for Community and Culture to (i) withdraw grant offers where organisations do not comply with the conditions of grant funding as in Recommendation 1 above and (ii) award available funds to organisations on the reserve list in order of highest scores achieved (where scores are tied that funding is only distributed when available).

Reason: (For recommendation)

1. To award funding from the Main Grants Programme to voluntary and community sector (VCS) organisations to support them in delivering their services in 2011/12.

Section 2 – Report

2.1 Introductory paragraph

2.2.1 The distribution of funding from the Main Grants programme to the voluntary and community sector supports the delivery of the Council's vision 'Working together our Harrow our community'. Allocation of this funding is determined through an open, competitive process that invites applications for from voluntary and community sector organisations able to demonstrate that they meet the grant eligibility criteria. The grant application programme for 2011/12 (to run from 1st May 2011 to 31st March 2012) opened on the 14th January 2011 and closed on the 14th February 2011. A total of 131 applications (including one received from HAVS) were received by the deadline date and the total funds requested amount to just under £2.3 million. This report outlines how grant applications have been assessed and sets out recommendations for the distribution of grant funding for 2011/12 based on this assessment and within the financial resources available.

2.2 Options considered

2.2.1 The total amount of funding available for distribution from the Main Grants programme in 2011/12 is £669,360. Of this approximately £62,649 will be set aside to fund the one month grant extension payments approved by Cabinet on 13th January 2011. The total budget therefore available within which grant recommendations for 2011/12 will be made is **£606,711**.

2.2.2 In 2010/11, there was a significant issue with the number of appeals received and the available funds for any successful appeals. There were also issues with the process of determining these appeals. Cabinet is also therefore requested to approve that 5% of the available funds above are set aside to meet any appeals which may be received for the 2011/12 and that total funds distributed for successful appeals cannot exceed this budget. Appeals will be assessed independently with final decisions to be made by the Portfolio Holder. This sum would total **£30,336**. The total budget available from within which grant recommendations can be awarded would then be **£576,375**.

2.2.3 The Council has been notified that as of 31st March 2010 Harrow Association for Voluntary Service (HAVS) will cease to function. To help fund the provision of interim delivery and the long-term development of support services (such as volunteer recruitment and advice on external funding) this report also recommends that **£20,781** be ring-fenced from the available budget (it is anticipated that this will be matched by a £47,219 carry forward from 2010/11 subject to Cabinet approval). This would leave **£555,594** available for allocation.

2.2.4 The first stage assessment checked that the application had met the essential criteria, including indicating on the application form that a constitution, bank account and required policies are held by the

organisation (if an application has been made for capital costs in addition to revenue costs these will be deducted from the final grant award). Applications not meeting these criteria have not been recommended for funding and are listed in Appendix 3. **26** applications have been considered unsuccessful in the first stage assessment.

2.2.5 **104** applications have met the first stage assessment and are listed in Appendix 2. The total budget available from within which grant recommendations can be made would be £555,594 (assuming 5% of the budget is set aside for future consideration of appeals and £20,781 to fund voluntary sector support services).

2.2.6 Options for allocation

In 2010/11 grants were awarded on a sliding scale of between 60%-80% of the amount requested depending on the score achieved. No application received 100% of its requested grant. Cabinet are asked to note Appendix 1 which shows the breakdown of grant applications between large, medium and small and different funding options based on score and proportion of grant award. For 2011/12, officers have identified a number of options for allocation of funds:

Option 1

Approve grant recommendations for those applications achieving a score of 95% or above and award these projects 85% of the grant requested. This would allow 31 applications to be funded and would be in line with the overall reduction of grant funding by 15% for 2011/12. This would allocate £545,449 of the potentially available £555,594. Applications scoring below 95% could be placed on a reserve list and awarded funds if they become available. *This is the officers' recommended option.*

Option 2

Approve grant recommendations for applications above a different threshold and at a different percentage of the total requested (ranging from 100% to 60%). The scenario for potential awards is indicated in Appendix 1. The maximum number of applications that could be funded is 40 (scoring 90% or above) at 60% of the award requested (totalling £520,647). However, if no funds are set aside for appeals or for the development of a new infrastructure organisation, then 45 applications could be funded but at only 60% of funding applied for.

2.2.7 Cabinet is requested to approve grant recommendations based on Option 1 above, subject to:

- (a) receipt of satisfactory supporting documents and references
- (b) confirmation from the recipient organisation that the proposed project can be delivered within the amount recommended by the deadline of 3rd May 2011.

2.2.8 As the total value of applications assessed as having met the criteria is in excess of the grants budget available it is also recommended that applications achieving scores lower than 95% are placed on a reserve list and awarded funding if funds become available.

2.2.9 Recommendations

Cabinet is requested note the options available and to approve:

- (i) Grant recommendations for the 2011/12 Main Grants Programme as outlined in paragraph 2.2.6 Option 1, subject to:
 - (a) receipt of satisfactory supporting documents and references
 - (b) confirmation from the recipient organisation that the proposed project can be delivered within the amount recommended by the deadline of 3rd May 2011.
- (ii) That 5% of the available grants budget is designated to meet any appeals which may be received for 2011/12 and that successful appeals cannot exceed this budget. Appeals to be assessed independently and final decisions to be made by Portfolio Holder. If no appeals are received this funding to be made available for the reserve list.
- (iii) That £20,781 is ring-fenced to fund the interim delivery and long-term development of support services for the voluntary and community sector to replace those provided by Harrow Association of Voluntary Service (HAVS).
- (iv) That applications with a score below the threshold agreed for funding are placed on a reserve list.
- (v) That authority is delegated to the Corporate Director Community and Environment in conjunction with the Portfolio Holder for Community and Culture to (i) withdraw grant offers where organisations do not comply with the conditions of grant funding as in Recommendation 1 above and (ii) award available funds to organisations on the reserve list in order of highest scores achieved (where scores are tied that funding is only distributed when available).

2.3 **Background**

2.3.1 Cabinet agreed at its meeting on the 13th January 2011 to:

“Extend all grant agreements by one additional month i.e. to 30th April 2011 and commence the application programme for 2011-12 in early December 2010 (see timetable below) with grant funding decisions made for an 11 month period

The following proposed timetable was agreed:

Application period to end	January 2011
Assessment of applications	February 2011
Final grant recommendations to Cabinet	April 2011”

2.3.2 The grant application programme for 2011/12 opened on the 14th January 2011 and closed on the 14th February 2011. During this period the grants team provided two information sessions for potential grant applicants, attended by a total of 12 potential applicants.

2.3.3 Application forms were available electronically via the Harrow Council website. A banner on the front page of the website directed applicants

to the application form, guidance notes and information on how to download the required version of Adobe Reader. Information about the grants programme was also circulated to organisations via the community development database and other email networks.

2.3.4 One to one assistance with completing the form was provided by the Funding Officer at Harrow Association of Voluntary Service. During the application period she provided face to face support for 11 applicants, dealt with 16 queries via email, approximately 30 telephone queries and held a workshop attended by 6 applicants. The HAVS Funding Officer received positive feedback about the electronic form and in particular organisations stated that they had found the automatic calculating function on the budget page extremely helpful.

2.3.5 This year's grant funding round was managed in accordance with the established process but incorporated a number of lessons learned from last year, including:

- The removal of questions on the scoring sheet that referred to duplication and track record, as questions about these are not asked on the application form.
- The introduction of a word limit on sections of the application form.
- The introduction of an automatic calculating sheet on the budget page that only allows information to be provided for one year.
- The direct transfer of information from the application form in to the summary reports to ensure that information is not misrepresented or omitted.
- The setting up of cross corporate, officer chaired panels to assess applications with rigorous record keeping to provide a clear and transparent audit trail for decision-making
- A number of stringent quality checks throughout the process to ensure that mistakes have not been made with the scoring and assessment process.

These are not considered to be material changes to the process.

2.3.6 An information report was presented to GAP who noted the process by which applications have been assessed at their meeting on the 2nd March 2011.

2.4 Current situation

2.4.1 A total of 131 applications were received by the deadline date of 14th February 2011. The total amount requested amounted to £2.3 million. 31 applications achieved a score above 95% and these applications are recommended for funding subject to the following conditions:

- (a) receipt of satisfactory supporting documents and references
- (b) confirmation from the recipient organisation that the proposed project can be delivered within the amount recommended by the deadline of 3rd May 2011.

2.5 Why a change is needed

2.5.1 In recent years there has been a consistently high level of demand for Council grant funding which is likely to continue to increase. In January 2011 the Council undertook a consultation with the voluntary and community sector to seek views on possible alternative arrangements for funding that would include both commissioning and delivery of a revised small grants programme. Based on the results of this consultation the Council will be developing proposals for revised funding arrangements.

2.6 Implications of the Recommendation

2.6.1 Legal comments

The Council may distribute grants in accordance with its agreed criteria. Due weight must be given in terms of equalities duties, procedural fairness and the statement of intention of the Compact with the voluntary and community sector. Should the Council distribute funds not in accordance with these principles, then it could be at risk of legal challenge.

2.6.2 Community safety

Some of the organisations recommended for funding contribute to community safety through the provision of activities such as third party reporting for hate crime, support for victims and diversionary activities for young people.

2.7 Financial Implications

2.7.1 The total budget available for grants in 2011/12 is £669,360. Of this approximately £62,649 will be set aside to fund the one month grant extension payments approved by Cabinet on 13th January 2011. The total budget therefore available within which grant recommendations for 2011/12 will be made is £606,711.

2.7.2 It is also recommended that 5% of the budget (£30,336) is set aside to deal with appeals arising from the 2011/12 grant funding round this leaves £576,375 available for allocation.

2.7.3 It is further recommended that £20,781 is set aside to fund the interim delivery and long-term development of support services for the VCS this leaves £555,594 available for allocation.

2.7.4 The total value of the recommendations set out in Option 1 paragraph 2.2.6 is £545,449. The proposed recommendations would therefore be managed within the budget available and there would be no other impacts on the budget.

2.8 Performance Issues

2.8.1 The Council has arrangements in place to ensure that organisations in receipt of a grant deliver the stated outcomes/outputs. The Council monitors performance through an annual monitoring process that also aims to ensure that ongoing governance and management arrangements are in place. The Place Survey did provide a suite of perception measures that are no longer available. We are developing alternative measures and means to provide a proxy indicator to monitor future progress and development.

2.9 Environmental Impact

2.9.1 Some of the organisations applying for grant funding support the maintenance of biodiversity and improvements to the quality of open space.

2.10 Risk Management Implications

Risk included on Directorate risk register? No

Separate risk register in place? No

2.10.1 One of the risks identified with the provision of grant funding is the risk that the funding is not used in the way it was stated by the recipient organisation in its application. This risk is mitigated by;

(i) Managing the payment of grant funding through a grant or service level agreement (depending on size of grant award) which sets out the Council expectations regarding financial and management controls of the organisation and service specification for the proposed service.

(ii) Annual monitoring: The grant recipient is expected to participate in a process of annual monitoring which should highlight any issues regarding the use of Council grant funding.

2.11 Equalities implications

Was an Equality Impact Assessment carried out? Yes

2.11.1 The grant application process was assessed in March 2010 to ascertain whether or not the process had a disproportionately adverse impact on any of the protected equality groups. The results of this assessment showed that there was no differential impact on any of these groups. The application round for 2011/12 has been carried out using the same process but in addition further quality assurance checks have been built in to ensure transparent and consistent decision-making.

2.12 Corporate Priorities

2.12.1 The distribution of grant funding to the voluntary and community sector supports the delivery of the Council's vision 'Working together our Harrow our community' and the following corporate priorities;

- Keeping neighbourhoods clean, green and safe
- Supporting and protecting people who are most in need
- United and involved communities: a Council that listens and leads

Each applicant is required to indicate on the application form which corporate priority their proposed project relates to, of the 131 applications received the breakdown is as follows:

Corporate priority	Number of applications
Keeping neighbourhoods clean, green and safe	5
Supporting and protecting people who are most in need	74
United and involved communities: a Council that listens and leads	43
Supporting out town centre, our local shopping centres and our business	9

Section 3 - Statutory Officer Clearance

Name: Kanta Hirani	<input checked="" type="checkbox"/>	on behalf of the Chief Financial Officer
Date: 28 March 2011		
Name: Jessica Farmer	<input checked="" type="checkbox"/>	on behalf of the Monitoring Officer
Date: 29 March 2011		

Section 4 – Performance Officer Clearance

Name: Wayne Longshaw	<input checked="" type="checkbox"/>	on behalf of the Divisional Director Partnership Development and Performance
Date: 29 March 2011		

Section 5 – Environmental Impact Officer Clearance

Name: John Edwards



on behalf of the
Divisional Director
(Environmental
Services)

Date: 29 March 2011

Section 6 - Contact Details and Background Papers

Contact: Kashmir Takhar, Head of Service – Community Development,
020 8420 9331

Background Papers:

- (1) Report to Cabinet 13 January 2011:
Delegation of authority to Corporate Director Community and Environment to process individual grant agreements subject to conditions and manage a revised grant timetable as described in option D
<http://modern.gov:8080/mgConvert2PDF.aspx?ID=60260&T=10>
- (2) Grant application forms received for 2011/12 (Part II – Exempt by virtue of paragraph 1 of Part I of Schedule 12A to the Local Government Act 1972 (as amended) in that it contains information relating to the financial or business affairs of any individual).

**Call-In Waived by the
Chairman of Overview
and Scrutiny
Committee**

NOT APPLICABLE

[Call-In applies]

APPENDIX 1: Breakdown of 2011/12 grant applications

Grants Applications
2011/12

Grant Allocation available

Total budget	£606,711
-5% appeals	-£30,336
Infrastructure support	-£20,781
Potential total for award	£555,594.00

All First Stage Assessment Successful

% score range	Number of applications	% Grant allocated								
		100	95	90	85	80	75	70	65	60
95-100	31	£641,704	£609,619	£577,534	£545,449	£513,364	£481,278	£449,193	£417,108	£385,023
90-100	40	£867,744	£824,357	£780,970	£737,582	£694,195	£650,808	£607,421	£564,034	£520,647
87-100	45	£989,106	£939,651	£890,196	£840,740	£791,285	£741,830	£692,374	£642,919	£593,464
85-100	53	£1,060,889	£1,007,845	£954,800	£901,756	£848,711	£795,667	£742,623	£689,578	£636,534
80-100	61	£1,157,925	£1,100,029	£1,042,132	£984,236	£926,340	£868,444	£810,548	£752,651	£694,755

Breakdown of applications by size

Number of applications	Number 1st stage NOT successful	Number 1st stage successful	Value of grants applied for	85% funding	
				Number 1st stage successful	Value of grants
48	4	44	£1,561,969	£1,327,674	
57	12	44	£349,331	£296,932	
25	9	16	£27,600	£23,460	
130	26	104	£1,938,900	£1,648,066	

Name of organisation		Name of Project		Grant Applied for	85% of grant
1	ADVOCACY VOICE	CITIZEN ADVOCACY		£10,000.00	£8,500.00
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011	Assessment Score	100.00 %
2	Community Link Up	Empowering Lives of People with Learning Disabilities in Harrow		£45,000.00	£38,250.00
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011	Assessment Score	100.00 %
3	CONNAUGHT OPERA	Performing professional concerts for older people in Harrow.		£1,800.00	£1,530.00
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011	Assessment Score	100.00 %
4	Harrow Citizens Advice Bureaux Service Limited	Advice for Harrow		£100,000.00	£85,000.00
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011	Assessment Score	100.00 %
5	Harrow Community Transport	Harrow Community Transport		£9,800.00	£8,330.00
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011	Assessment Score	100.00 %
6	Headstone Manor Ladies Cricket Club	Ongoing Development of Female Cricket		£2,000.00	£1,700.00
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011	Assessment Score	100.00 %

Name of organisation		Name of Project		Grant Applied for	85% of grant
7	Huntington's Disease Association	Regional Care Advisory Service		£1,800.00	£1,530.00
Base Grant 2010/11	£1,800.00	One off topup 2010/11	£0.00	Total grant awarded 2010/11	One month payment April 2011
				£1,800.00	£150.00
8	JETSTREAM TRI CLUB	HATCH END - HARROW TRIATHLON (8TH MAY 2011)		£500.00	£425.00
Base Grant 2010/11		One off topup 2010/11		Total grant awarded 2010/11	One month payment April 2011
				£500.00	£425.00
9	LONDON WHEELCHAIR RUGBY CLUB	London Wheelchair Rugby Club Community Development		£8,365.00	£7,110.25
Base Grant 2010/11		One off topup 2010/11		Total grant awarded 2010/11	One month payment April 2011
				£8,365.00	£7,110.25
10	Middlesex County Football Association	Disability Youth Football Project		£3,124.00	£2,655.40
Base Grant 2010/11		One off topup 2010/11		Total grant awarded 2010/11	One month payment April 2011
				£3,124.00	£2,655.40
11	Mind in Harrow	Mental Health Information Service		£32,566.00	£27,681.10
Base Grant 2010/11	£6,178.00	One off topup 2010/11	£1,544.00	Total grant awarded 2010/11	One month payment April 2011
				£7,722.00	£515.00
12	Mind in Harrow	Stepping Stones courses and Befriending Outings Group		£7,078.00	£6,016.30
Base Grant 2010/11	£6,178.00	One off topup 2010/11	£1,544.00	Total grant awarded 2010/11	One month payment April 2011
				£7,722.00	£515.00

Name of organisation		Name of Project		Grant Applied for	85% of grant
13	Srishti Yuva Culture	Sing and Dance for Life		£10,000.00	£8,500.00
Base Grant 2010/11	£11,995.00	One off topup 2010/11	£0.00	One month payment April 2011	100.00 %
		Total grant awarded 2010/11	£11,995.00	£996.00	
14	St Luke's Hospice (Harrow and Brent)	The continued development and expansion of St Luke's Hospice at Home Service for the residents of Harrow		£10,000.00	£8,500.00
Base Grant 2010/11	£7,000.00	One off topup 2010/11	£0.00	One month payment April 2011	100.00 %
		Total grant awarded 2010/11	£7,000.00	£583.00	
15	USURP	Community Collaborations - Building Capacity		£16,000.00	£13,600.00
Base Grant 2010/11	£10,800.00	One off topup 2010/11	£0.00	One month payment April 2011	100.00 %
		Total grant awarded 2010/11	£10,800.00	£900.00	
16	Harrow Crossroads	Together		£36,728.00	£31,218.80
Base Grant 2010/11		One off topup 2010/11		One month payment April 2011	95.83 %
		Total grant awarded 2010/11			
17	HARROW EQUALITIES CENTRE	HARROW EQUALITIES CENTRE		£80,000.00	£68,000.00
Base Grant 2010/11	£58,000.00	One off topup 2010/11	£0.00	One month payment April 2011	95.83 %
		Total grant awarded 2010/11	£58,000.00	£4,833.00	
18	Harrow Law Centre	Harrow Law Centre		£18,000.00	£15,300.00
Base Grant 2010/11		One off topup 2010/11		One month payment April 2011	95.83 %
		Total grant awarded 2010/11			

Name of organisation	Name of Project	Grant Applied for	85% of grant
19	HESTIA HOUSING & SUPPORT HARROW INDEPENDENT DOMESTIC VIOLENCE ADVISOR OUTREACH SERVICE	£14,000.00 Assessment Score	£11,900.00 95.83 %
Base Grant 2010/11	Total grant awarded 2010/11	One month payment April 2011	
20	Registered name Age Concern Harrow (From 1st April Trading name Age UK Harrow)	£34,994.00 Assessment Score	£29,744.90 95.83 %
Base Grant 2010/11	Total grant awarded 2010/11	One month payment April 2011	
21	The Harrow Women's Centre Harrow Women Centre Information and Support Service	£69,000.00 Assessment Score	£58,650.00 95.83 %
Base Grant 2010/11	Total grant awarded 2010/11	One month payment April 2011	
22	The Wish Centre ISVA - Independent Sexual Advocate for Harrow	£18,523.00 Assessment Score	£15,744.55 95.83 %
Base Grant 2010/11	Total grant awarded 2010/11	One month payment April 2011	
23	Victim Support Domestic Violence (DV) Project - 2 IDVA Posts	£34,000.00 Assessment Score	£28,900.00 95.83 %
Base Grant 2010/11	Total grant awarded 2010/11	One month payment April 2011	
24	Victim Support Community Engagement Project	£32,859.00 Assessment Score	£27,930.15 95.83 %
Base Grant 2010/11	Total grant awarded 2010/11	One month payment April 2011	

Name of organisation	Name of Project		Grant Applied for	85% of grant
25	ASAP Aspergers Syndrome Access to Provision	ASC The Centre	£10,000.00 Assessment Score	£8,500.00 95.45 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011	
	£7,000.00	£0.00	£7,000.00	
26	HARROW ANTI-RACIST ALLIANCE Community Support Service		£5,200.00 Assessment Score	£4,420.00 95.45 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011	
	£5,670.00	£0.00	£5,670.00	
27	Kids Can Achieve	Kids Can Crew Youth Group	£9,167.00 Assessment Score	£7,791.95 95.45 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011	
	£8,000.00	£2,000.00	£10,000.00	
28	TANGLEWOOD		£7,200.00 Assessment Score	£6,120.00 95.45 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011	
	£5,040.00	£0.00	£5,040.00	
29	The WISH Centre	Safe Step Children's Mental Health & Well being Support Programme	£10,000.00 Assessment Score	£8,500.00 95.45 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011	
	£7,832.00	£0.00	£7,832.00	
30	Harrow Mencap	All You Need To Know - Harrow Mencap's Accessible Directory	£2,000.00 Assessment Score	£1,700.00 95.00 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011	
	£8,080.00	£8,080.00	£8,080.00	

Name of organisation		Name of Project		Grant Applied for	85% of grant
31	Harrow Women's Centre	Harrow Women's Centre International Women's Day Events		£2,000.00 Assessment Score	£1,700.00 95.00 %
Base Grant 2010/11	£59,025.00	One off topup 2010/11	£0.00	One month payment April 2011	£4,669.00
32	Aspire	Harrow Inclusive Sports - Sports 4 All		£11,940.00 Assessment Score	£10,149.00 91.67 %
Base Grant 2010/11	£21,000.00	One off topup 2010/11	£0.00	One month payment April 2011	£1,750.00
33	Flash Musicals (FM)	Community Anchor Project (CAP)		£66,429.50 Assessment Score	£56,465.08 91.67 %
Base Grant 2010/11	£18,000.00	One off topup 2010/11	£0.00	One month payment April 2011	£1,500.00
34	Ignite Trust	Expression		£55,000.00 Assessment Score	£46,750.00 91.67 %
Base Grant 2010/11	£44,000.00	One off topup 2010/11	£0.00	One month payment April 2011	£3,667.00
35	The Larches Trust (trades under the name Larches Community)	The Horticultural Programme		£21,000.00 Assessment Score	£17,850.00 91.67 %
Base Grant 2010/11		One off topup 2010/11		One month payment April 2011	
36	The Prince's Trust	Harnessing Harrow's Talent		£47,606.90 Assessment Score	£40,465.87 91.67 %
Base Grant 2010/11		One off topup 2010/11		One month payment April 2011	

Name of organisation		Name of Project		Grant Applied for	85% of grant
37	ADHD and Autism Support Harrow	Project Manager Post		£9,163.00	£7,788.55
Base Grant 2010/11	£8,000.00	One off topup 2010/11	£2,000.00	One month payment April 2011	£667.00
		Total grant awarded 2010/11	£10,000.00	Assessment Score	90.91 %
38	HARROW EQUALITIES CENTRE	HARROW BME FORUM		£10,000.00	£8,500.00
Base Grant 2010/11	£58,000.00	One off topup 2010/11	£0.00	One month payment April 2011	£4,833.00
		Total grant awarded 2010/11	£58,000.00	Assessment Score	90.91 %
39	HARROW INTER FAITH COUNCIL	Core costs for Harrow Inter Faith Council. (Funding for services of a part-time administrative assistant and other administrative expenses.)		£2,900.00	£2,465.00
Base Grant 2010/11	£0.00	One off topup 2010/11	£2,710.00	One month payment April 2011	£1,700.00
		Total grant awarded 2010/11	£2,710.00	Assessment Score	90.00 %
40	1st Headstone Scout Group	Off-site camping and learning activities		£2,000.00	£1,700.00
Base Grant 2010/11	£1,600.00	One off topup 2010/11	£0.00	One month payment April 2011	£133.00
		Total grant awarded 2010/11	£1,600.00	Assessment Score	87.50 %
41	BARNET FC COMMUNITY TRUST	GIRLS ONLY PRIMARY SCHOOL FOOTBALL PROJECT		£14,794.34	£12,575.19
Base Grant 2010/11	£0.00	One off topup 2010/11	£0.00	One month payment April 2011	£17,837.00
		Total grant awarded 2010/11	£0.00	Assessment Score	87.50 %
42	Exhibit	Culture		£17,837.00	£15,161.45
Base Grant 2010/11	£0.00	One off topup 2010/11	£0.00	One month payment April 2011	£15,161.45
		Total grant awarded 2010/11	£0.00	Assessment Score	87.50 %

Name of organisation		Name of Project		Grant Applied for	85% of grant
43	Harrow Association of Disabled people	Welfare Benefits to employment		£43,580.00	£37,043.00
Base Grant 2010/11	£34,577.00	One off topup 2010/11	£12,145.00	One month payment April 2011	£2,881.00
		Total grant awarded 2010/11	£46,722.00	Assessment Score	87.50 %
44	HARROW ST. MARY'S CRICKET CLUB (HSMCC)	Community Cricket for Harrow's Young People		£22,234.98	£18,899.73
Base Grant 2010/11	One off topup 2010/11	One month payment April 2011		Assessment Score	87.50 %
		Total grant awarded 2010/11			
45	Relate London North West	Emotional Support For Families		£22,916.00	£19,478.60
Base Grant 2010/11	One off topup 2010/11	One month payment April 2011		Assessment Score	87.50 %
		Total grant awarded 2010/11	£24,063.00		
46	Consortium of Anti-Racist, Refugee and Minority Ethnic Associations (CARRAMEA)	Computer Skills for the Community		£2,283.00	£1,940.55
Base Grant 2010/11	One off topup 2010/11	One month payment April 2011		Assessment Score	86.36 %
		Total grant awarded 2010/11	£2,464.00		
47	Girlguiding Middlesex North West	Facilities & Services for Guiding & Non-Guiding Groups residing in Harrow at Willow Tree Residential and Outdoor Training Centre.		£7,000.00	£5,950.00
Base Grant 2010/11	One off topup 2010/11	One month payment April 2011		Assessment Score	86.36 %
		Total grant awarded 2010/11	£4,200.00		
48	HARROW AFRICAN-CARIBBEAN ASSOCIATION [HACAS]	HACAS LUNCHEON CLUB/ACTIVITY DAY CENTRE		£6,500.00	£5,525.00
Base Grant 2010/11	One off topup 2010/11	One month payment April 2011		Assessment Score	86.36 %
		Total grant awarded 2010/11	£6,732.00		

Name of organisation		Name of Project		Grant Applied for	85% of grant
49	Harrow and Wealdstone Shopmobility	To continue our service 2011 - 2012		£22,000.00	£18,700.00
Base Grant 2010/11	£15,330.00	One off topup 2010/11	£0.00	Total grant awarded 2010/11	£15,330.00
				One month payment April 2011	£1,278.00
				Assessment Score	86.36 %
50	Harrow Athletics Club	HAC Coaching programme		£9,000.00	£7,650.00
Base Grant 2010/11	£5,950.00	One off topup 2010/11	£0.00	Total grant awarded 2010/11	£5,950.00
				One month payment April 2011	£496.00
				Assessment Score	86.36 %
51	Harrow Kuwaiti Community Association	Integration project for the Kuwaiti Bidoon Community in Harrow		£10,000.00	£8,500.00
Base Grant 2010/11	£2,468.00	One off topup 2010/11	£0.00	Total grant awarded 2010/11	£2,468.00
				One month payment April 2011	£206.00
				Assessment Score	86.36 %
52	Parkinson's UK	Provision of an Information Support Worker		£5,000.00	£4,250.00
Base Grant 2010/11	£3,500.00	One off topup 2010/11	£0.00	Total grant awarded 2010/11	£3,500.00
				One month payment April 2011	£292.00
				Assessment Score	86.36 %
53	Somali Cultural & Educational Association (SCEA)	SCEA - Volunteers Programme		£10,000.00	£8,500.00
Base Grant 2010/11	£3,409.00	One off topup 2010/11	£0.00	Total grant awarded 2010/11	£3,409.00
				One month payment April 2011	£284.00
				Assessment Score	86.36 %
54	Harrow Association of Somali Voluntary Organisations	Harrow Somali Community Advice and Volunteering Project.		£20,125.00	£17,106.25
Base Grant 2010/11	£15,308.00	One off topup 2010/11	£1,392.00	Total grant awarded 2010/11	£16,700.00
				One month payment April 2011	£1,276.00
				Assessment Score	83.33 %

Name of organisation		Name of Project		Grant Applied for	85% of grant
55	Sangat Advice Centre	Sangat Advice centre		£30,000.00	£25,500.00
Base Grant 2010/11	£0.00	One off topup 2010/11	£10,000.00	One month payment April 2011	83.33 %
		Total grant awarded 2010/11	£10,000.00		
56	South Harrow Christian Fellowship	Children and Youth Enrichment Programme		£13,560.60	£11,526.51
Base Grant 2010/11		One off topup 2010/11		One month payment April 2011	83.33 %
		Total grant awarded 2010/11			
57	WATFORD FC COMMUNITY SPORTS & EDUCATION TRUST	HARROW KICKZ		£20,000.00	£17,000.00
Base Grant 2010/11		One off topup 2010/11		One month payment April 2011	83.33 %
		Total grant awarded 2010/11			
58	Harrow Tamil Association	Day Centre to Enhance Quality of Life		£2,500.00	£2,125.00
Base Grant 2010/11	£1,500.00	One off topup 2010/11	£540.00	One month payment April 2011	81.82 %
		Total grant awarded 2010/11	£2,040.00		
59	Indian Association of Harrow	Senior Citizen Club IAH		£8,850.00	£7,522.50
Base Grant 2010/11	£1,400.00	One off topup 2010/11	£0.00	One month payment April 2011	81.82 %
		Total grant awarded 2010/11	£1,400.00		
60	Harrow Trampoline Club	Qualified trampoline coaches and judges		£1,500.00	£1,275.00
Base Grant 2010/11	£1,200.00	One off topup 2010/11	£0.00	One month payment April 2011	80.00 %
		Total grant awarded 2010/11	£1,200.00		

Name of organisation		Name of Project		Grant Applied for	85% of grant
61	LMT Chamber Ensemble	St Mary's Subscription Concert Series 2011		£500.00 Assessment Score	£425.00 80.00 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
62	Harrow Mencap	Harrow Mencap's School Project		£30,000.00 Assessment Score	£25,500.00 79.17 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
63	I SERVE	Integration and Community Cohesion Project		£18,700.00 Assessment Score	£15,895.00 79.17 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
64	HARROW BEREAVEMENT CARE	HARROW BEREAVEMENT CARE		£10,000.00 Assessment Score	£8,500.00 77.27 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
65	Harrow Healthy Living Centre	Learning through lunch (a project based on the idea of a sandwich round, delivering healthv food and information.)		£9,000.00 Assessment Score	£7,650.00 77.27 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
66	Harrow Mencap	Harrow Mencap's Family and Carers' Project		£10,000.00 Assessment Score	£8,500.00 77.27 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		

Name of organisation		Name of Project		Grant Applied for	85% of grant
67	Harrow Mencap	Harrow Mencap's Inclusion and Involvement Project		£9,450.00 Assessment Score	£8,032.50 77.27 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
	£8,080.00	£8,080.00			
68	NAVALAR TAMIL SCHOOL	COMMUNITY DEVELOPMENT PROJECT 2011-2012		£10,000.00 Assessment Score	£8,500.00 77.27 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
	£3,000.00	£3,000.00			
69	NAV NAT YUVA VADIL MANDAL	IMPROVING QUALITY OF LIFE OF HARROW ELDERLY AND DISABLED RESIDENTS		£9,750.00 Assessment Score	£8,287.50 77.27 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
	£2,925.00	£2,925.00			
70	SPECIAL CONNECTION	Drama Workshops for children of ALL abilities.		£5,000.00 Assessment Score	£4,250.00 77.27 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
	£3,500.00	£3,500.00			
71	Afghan Association of London	Women's Arts and Crafts Project		£2,000.00 Assessment Score	£1,700.00 75.00 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
	£0.00	£3,500.00			
72	Ashiana Charity Trust	Health & Wellbeing Centre & Social Integration		£35,914.00 Assessment Score	£30,526.90 75.00 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
	£3,060.00	£3,060.00			

Name of organisation		Name of Project		Grant Applied for	85% of grant
73	Asian Elderly Group (Harrow)	Provide service to older people.			
Base Grant 2010/11	£1,350.00	One off topup 2010/11	£1,050.00	One month payment April 2011	£2,000.00 Assessment Score
74	Harrow Mencap	Harrow Mencap's Sustainable Programme			
Base Grant 2010/11	£0.00	One off topup 2010/11	£8,080.00	One month payment April 2011	£42,500.00 Assessment Score
75	Home-Start Harrow	Home-Start Family Groups			
Base Grant 2010/11	£5,708.00	One off topup 2010/11	£0.00	One month payment April 2011	£36,919.00 Assessment Score
76	Refugee and Migrant Development Association (RAMDA)	Health and Social Care for BME Elders in Harrow			
Base Grant 2010/11	£2,250.00	One off topup 2010/11	£0.00	One month payment April 2011	£34,450.00 Assessment Score
77	Sai School of Harrow	Sai Citizens			
Base Grant 2010/11	£2,250.00	One off topup 2010/11	£0.00	One month payment April 2011	£2,000.00 Assessment Score
78	U.K. ASIAN WOMEN'S CONFERENCE (North London)	DROP-IN-CENTRE "SEWA"			
Base Grant 2010/11	£1,560.00	One off topup 2010/11	£0.00	One month payment April 2011	£2,000.00 Assessment Score

Name of organisation		Name of Project		Grant Applied for	85% of grant
79	Youth Foundation Services (YFS)	T.E.A.M- Together Everyone Achieves More		£20,920.00	£17,782.00
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011	Assessment Score	75.00 %
80	AFGHAN ASSOCIATION OF LONDON (HARROW)	AFTER SCHOOL CLASSES		£10,000.00	£8,500.00
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011	Assessment Score	72.73 %
81	Harrow Bengalee Association	Family Forum including Children & Over 50 Group / Children's cultural and Educational Project		£3,950.00	£3,357.50
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011	Assessment Score	72.73 %
82	Harrow Heritage Trust	Improving The Environment - Newton Farm Ecology Park - Rayners Lane		£8,100.00	£6,885.00
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011	Assessment Score	72.73 %
83	Srishti Skills	Heritage for Health		£10,000.00	£8,500.00
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011	Assessment Score	72.73 %
84	HARROW AFRICANS' WELFARE PROJECT	SUPPORTING INTEGRATION NEEDS OF AFRICANS		£29,828.00	£25,353.80
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011	Assessment Score	70.83 %

Name of organisation		Name of Project		Grant Applied for	85% of grant
85	Pre-School Learning Alliance	Supporting parents and children in Harrow		£26,132.00 Assessment Score	£22,212.20 70.83 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
86	WELLDON ACTIVITY GROUP	SLA - DAY CARE CENTRE		£22,988.00 Assessment Score	£19,539.80 70.83 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
87	Harrow in Europe Association	Facilitating the Civic and all the other aspects of Town Twinning and International Friendship		£7,500.00 Assessment Score	£6,375.00 68.18 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
88	HARROW OVER 50 CLUB	HARROW OVER 50 CLUB		£5,000.00 Assessment Score	£4,250.00 68.18 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
89	Harrow Stars FC	Sports Development		£8,000.00 Assessment Score	£6,800.00 68.18 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
90	London Kalibari	Kalibari Action for Community 2011		£4,900.00 Assessment Score	£4,165.00 68.18 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		

Name of organisation		Name of Project		Grant Applied for	85% of grant
91	Afghan Association Paiwand	Young people into education and sport		£15,000.00	£12,750.00
Base Grant 2010/11	£4,620.00	One off topup 2010/11	£0.00	Total grant awarded 2010/11	£4,620.00
				One month payment April 2011	£385.00
				Assessment Score	66.67 %
92	The Youth Vision Coaching Group Enterprise	Positive self esteem programme for the foundation stage of school		£59,660.00	£50,711.00
Base Grant 2010/11	£0.00	One off topup 2010/11	£0.00	Total grant awarded 2010/11	£59,660.00
				One month payment April 2011	£385.00
				Assessment Score	66.67 %
93	Wealdstone Active Community	Wealdstone Community Project		£1,500.00	£1,275.00
Base Grant 2010/11	£1,377.00	One off topup 2010/11	£0.00	Total grant awarded 2010/11	£1,377.00
				One month payment April 2011	£115.00
				Assessment Score	65.00 %
94	Association of Tamil School Hendon	Saturday School for Tamil children of all ages in Harrow and Health and well being classes		£9,800.00	£8,330.00
Base Grant 2010/11	£3,150.00	One off topup 2010/11	£0.00	Total grant awarded 2010/11	£3,150.00
				One month payment April 2011	£263.00
				Assessment Score	63.64 %
95	Race Equality Foundation	Developing mutual support to strengthen families and communities		£74,736.00	£63,525.60
Base Grant 2010/11	£0.00	One off topup 2010/11	£0.00	Total grant awarded 2010/11	£74,736.00
				One month payment April 2011	£63,525.60
				Assessment Score	62.50 %
96	Rethink (National Schizophrenia Fellowship)	Uthink Harrow 19-25		£95,794.00	£81,424.90
Base Grant 2010/11	£0.00	One off topup 2010/11	£0.00	Total grant awarded 2010/11	£95,794.00
				One month payment April 2011	£81,424.90
				Assessment Score	62.50 %

Name of organisation		Name of Project		Grant Applied for	85% of grant
97	DAR AL-SALAM School	Improvement of Children Skills		£2,000.00 Assessment Score	£1,700.00 60.00 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
98	Family Welfare Foundation (Harrow and Surrounding Area)	ESOL Classes with Basic Computer Skills Course		£8,971.00 Assessment Score	£7,625.35 59.09 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
99	Russian Immigrants Association	Start-Up Centre		£6,180.00 Assessment Score	£5,253.00 59.09 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
100	Interactive	Inclusive and Active 2 in Harrow		£2,000.00 Assessment Score	£1,700.00 55.00 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
101	HARROW IRANIAN COMMUNITY ASSOCIATION	HARROW IRANIAN COMMUNITY ASSOCIATION		£10,600.00 Assessment Score	£9,010.00 54.55 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
102	Alzheimer's Society	Dementia Adviser		£19,468.00 Assessment Score	£16,547.80 54.17 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		

Name of organisation		Name of Project		Grant Applied for	85% of grant
103	Precisa de Falar (Need to Talk)	Change		£30,765.00 Assessment Score	£26,150.25 37.50 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
104	Pakistan Society of Harrow	Contribution towards Coodinators salary		£10,000.00 Assessment Score	£8,500.00 36.36 %
Base Grant 2010/11	One off topup 2010/11	Total grant awarded 2010/11	One month payment April 2011		
		£6,775.00	£6,775.00		

	Name of organisation	Name of Project	
1	3 Wishes Exiles	Pitch costs, Training Equipment and Kit for team development and to bring in new players from the community	<u>Grant Applied for</u> £1,850.00
2	9th Kenton Scout Group	Improvements to Scout Hut storage plus purchase of camping equipment	<u>Grant Applied for</u> £6,000.00
3	Association of Senior Muslim Citizens	Well Being of the Elderly Muslim Citizens	<u>Grant Applied for</u> £6,000.00
4	Bentley Priory Nature Reserve Management Committee	Maintenance and enhancement of the open space	<u>Grant Applied for</u> £7,200.00
5	Blossom Health & Fitness	Provide quality qualification & coaching to key Members for Pool-side sustainability	<u>Grant Applied for</u> £10,000.00
6	C,G,C NETBALL CLUB	G.C NETBALL CLUB 2011	<u>Grant Applied for</u> £2,000.00
7	Downs Playgroup	Landscape for Learning	<u>Grant Applied for</u> £60,000.00
8	Edo State Women Association	Accessing and engaging our community for economic empowerment and development.	<u>Grant Applied for</u> £2,000.00
9	Harrow Agenda 21 Environmental Forum	Environmental facilitation and training	<u>Grant Applied for</u> £7,741.00

Name of organisation	Name of Project	Grant Applied for
10 Harrow Public Transport Users Association	Public Transport Users Group	<u>£400.00</u>
11 Harrow School Sports Partnership	The Harrow Dance Showcase	<u>£8,960.00</u>
12 Harrow Weald Tenants & Residents Association	2 x Noticeboards	<u>£2,000.00</u>
13 Hatch End High School	Hatch End School Young Translators	<u>£1,900.00</u>
14 Headstone Manor Youth Football Club	Securing the changing rooms	<u>£1,500.00</u>
15 Hillingdon AIDS Response Trust - (HART)	HART Online	<u>£15,750.00</u>
16 Hot Hill Productions (University of Westminster)	'Red Letter' short film production	<u>£5,000.00</u>
17 INTERANIMATION THEATRE COMPANY LLP (INTERANIMATION) (voluntary organisation working for the benefit of the community in Harrow)	OPEN	<u>£4,000.00</u>
18 Kenmore Park Tenants and Residents Association	Youth club and kids club set up	<u>£2,000.00</u>

Name of organisation	Name of Project	Grant Applied for
19 NJ TAEKWONDO ACADEMY	2ND GURKHA INTERNATIONAL TAEKWONDO OPEN	<u>£10,000.00</u>
20 Pinner Hill Golf Club	Internal Ground Floor disabled toilet	<u>£12,000.00</u>
21 RAYNERS LANE FOOTBALL CLUB	INSTALLATION OF FLOODLIGHTS FOR THE FOOTBALL PITCH	<u>£10,000.00</u>
22 RAYNERS LANE FOOTBALL CLUB	REPLACEMENT OF PLAYING KIT	<u>£2,000.00</u>
23 Tamu Dhee London Branch Nepalese Community	Golden Rescue 1	<u>£10,000.00</u>
24 The Borough of Harrow Swimming Club	Project Zebra - Mending broken hearts	<u>£16,000.00</u>
25 The Harrow Refugee Forum (HaRF)	COMMISSIONING AND SOCIAL INVESTMENT: A CASE FOR CAPACITATE THE VOLUNTARY AND COMMUNITY SECTORS (VCS) ORGANISATIONS	<u>£51,555.92</u>
26 The Kenton Adventure Park	Bio diversity of Kenton Recreation Ground	<u>£9,000.00</u>

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GRANTS ADVISORY PANEL (SPECIAL) MINUTES

30 MARCH 2011

- Chairman:** * Councillor Nana Asante
- Councillors:** * Sue Anderson * Chris Mote
* Nizam Ismail * Joyce Nickolay
* Krishna James * Lynda Seymour (4)
* Mrs Vina Mithani * Sasi Suresh
- Adviser:** * Deven Pillay, Representative, Voluntary and Community Sector

In attendance: * Mrs Rekha Shah Minute 4
(Councillors)

- * Denotes Member present
(4) Denote category of Reserve Members

RECOMMENDED ITEMS

4. Grant Funding 2011/12

The Panel received a report which set out grant funding recommendations for 2011/12. The report requested that Members award funding from the Main Grants Programme to Voluntary and Community Sector organisations to support the delivery of services.

The Divisional Director of Community and Cultural Services informed Members that the Council had received a record number of applications for grant funding and that the total sum requested exceeded the total funds

available. The total amount of funding available for distribution from the Main Grants Programme in 2011/12 was £669,360. Of this, £62,649 would be set aside to fund the one month grant extension payments approved by Cabinet on 13 January 2011. It was also recommended that consideration be given to a further 5% of the available budget being set aside to fund successful appeals, with an additional £20,781 be ring-fenced to fund the interim delivery and long-term development of support services to the Voluntary and Community Sector to replace those previously provided by the Harrow Association of Voluntary Services. With these deductions made, the total sum available for allocation was £576,375.

The Divisional Director informed the Panel that the report included two possible options for the allocation of grant funding. The first option was to approve grants for applications that had achieved an assessment score of 95% and above, and award these organisations 85% of the grant requested. This would allow 31 applications to be funded within the available budget. Applications scoring below 95% would be placed on a reserve list and awarded funds if they became available. This was the officers' recommended option.

Option 2 was to lower the assessment threshold and this would make more organisations eligible for grant funding, although this would mean that each organisation would receive a lower percentage of the grant requested, depending on the percentage threshold used.

The Divisional Director informed Members that a number of improvements had been made to the grant application and assessment process in order to make it more transparent, fair and reduce the possibility of errors. Changes included:

- establishing a cross corporate, officer chaired assessment panels to assess applications, with rigorous record keeping to provide a clear and transparent audit trail for decision-making;
- the removal of questions on the scoring sheet used by assessment panels that referred to duplication and track record, as questions about these were not asked on the application form;
- the introduction of a word limit on sections of the application form;
- the introduction of an automatic calculating sheet on the budget page of the application form that only allowed information to be provided for one year;
- the direct transfer of information from the application form to the summary reports to ensure that information was not misrepresented or omitted;
- the introduction of a number of quality checks throughout the process to ensure that mistakes had not been made during the scoring and assessment process.

The Divisional Director informed the Panel that the quality checks had highlighted one error in that the Welldon Activity Group had been placed on the unsuccessful list when the organisation had in fact been successful at the first stage. The administrative error had been corrected, although this was not reflected in the paperwork circulated with the agenda.

Members expressed concern that the word limit had been introduced without discussion with the Panel and that a number of complaints had been received from organisations. Members were of the view that the change was constructive but ought to have been discussed with the Panel and communicated to the Voluntary and Community Sector.

Following questions from Members, officers clarified the following points:

- the word count on the electronic application form could not prevent those completing the form by hand from submitting additional information. However, any additional material in excess of the word limit had not been taken into account during the assessment process. Fortunately, most organisations had responded electronically;
- feedback would be made available to organisations should they wish to receive it;
- whilst the assessment panels were headed by different chairmen, they worked closely together to ensure there was consistency across the assessment process;
- the assessment panels consisted of a service manager, who acted as the chairman, a member of staff from the Community Development team and a member of staff from a relevant service area;
- due to the relatively small grants budget, officers did not feel it was appropriate to set aside more than 5% of funds for successful appeals.

The Chairman stated that the Panel should consider other options for managing the appeals process. She was of the view that putting aside 5% of the available budget might not be sufficient and that those successful at the appeal stage could be unfairly disadvantaged due to a subsequent lack of funds. She suggested that Members consider the possibility of only releasing money to successful applicants once all appeals had been considered. The percentage of grant offered to successful organisations may then have to be adjusted to accommodate those successful at appeal. Other Members of the Panel agreed with the proposal on the grounds that it would ensure that all successful applicants were treated equally, irrespective of whether they had appealed or been successful in the first instance. Members suggested that, for the purposes of considering appeals, only five Members attend the Panel and that no Member involved in the original recommendation to Cabinet be present.

The Panel's Adviser stated that it was important that the appeals process was fair, transparent and made clear to the Voluntary and Community Sector. He stated that the Voluntary and Community Sector would probably prefer a process with Member involvement that was open to the public.

Resolved to RECOMMEND: (to Cabinet)

That:

1. Grant recommendations for the 2011/12 Main Grants Programme be agreed, based on the assessment of applications described in the report and as outlined in paragraph 2.2.6, Option 1, subject to:
 - (a) completion of the appeals process;
 - (b) receipt of satisfactory supporting documents and references;
 - (c) confirmation from the recipient organisation that the proposed project can be delivered within the amount recommended by the deadline of 3 May 2011.
2. following the appeal process, authority be delegated to officers to adjust, in a uniform manner, the percentage of grant funding made to organisations with an assessment score of 95% and above, to accommodate any successful appeals;
3. appeals be assessed by reserve Members of the Grants Advisory Panel and final decisions made by the Portfolio Holder for Community and Culture or Cabinet, whichever is appropriate;
4. £20,781 be ring-fenced to fund the interim delivery and long-term development of support services for the voluntary and community sector to replace those provided by Harrow Association of Voluntary Service (HAVS);
5. applications with a score below the threshold agreed for funding are placed on a reserve list;
6. authority be delegated to the Corporate Director of Community and Environment to (i) withdraw grant offers where organisations do not comply with the conditions of grant funding as in Recommendation 1 above and (ii) award available funds to organisations on the reserve list in order of highest scores achieved (where scores are tied that funding is only distributed when available);
7. following the decision to release funds, officers carry out an equalities impact assessment to assess the potential impact of grant decisions on local residents, taking into account potential gaps in service delivery.

Reason for Recommendations: To award funding from the Main Grants Programme to Voluntary and Community sector organisations to support them in delivering their services in 2011/12.

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