

REPORT TO CONSTITUTION SUB COMMITTEE

Title: **REVIEW OF GRANTS ALLOCATIONS POLICY AND PROCEDURE**

Date: 01 June 2011

Member Reporting: Councillor Burbage

Contact Officer(s): Maria Lucas, Head of Legal
01628 796665

Wards affected: All, indirectly

1. SUMMARY

This report sets out the amendments required to Part 5R of the Constitution as resolved by Cabinet on 26 May 2011.

2. RECOMMENDATION: That:

The Constitution Sub Committee authorises the Head of Legal to update the existing Part 5R of the Constitution, to reflect the decision of Cabinet.

What will be different for residents as a result of this decision?
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This decision will allow residents to use the updated forms in the Constitution. Local voluntary organisations will be able to access grant funding in a more simplified and effective way. Successful organisations will receive grant funding more quickly following quarterly Grants Panel meetings.

3. SUPPORTING INFORMATION

3.1 Background

- 3.1.1 On 26 May 2011, Cabinet considered a report setting out changes to the document contained in the Constitution at Part 5R, 'Applying to RBWM for Grant Funding – A Guide for Applicants', and the amended application forms, A and B, for revenue and capital grant funding.
- 3.1.2 Cabinet agreed the changes set out in the report, therefore the Constitution Sub Committee is requested to authorise the Head of Legal to make the agreed changes.

4. OPTIONS AVAILABLE AND RISK ASSESSMENT

4.1 Options

	Option	Comments	Financial Implications
1.	The request to revise the application forms for revenue and capital grants and guidance is approved.	Recommended – This will reduce bureaucracy for applicant organisations and ensure they receive allocated funding as soon as possible.	Revenue: None - funded through existing budgets Capital: None – funded through existing budgets
2.	The request to revise the application forms for revenue and capital grants and guidance is not approved.	Not recommended – this will not reduce bureaucracy for applicant organisations and will not reduce the time to receive allocated funding.	Revenue: None Capital: None

4.2 Risk assessment

The removal of a number of sections from the application form may mean the Grants Panel does not have all the information it may require when considering applications at Panel meetings. Further information could of course be requested by Members, but this could delay the payment of an award to an organisation.

5. CONSULTATIONS CARRIED OUT

The Chairman of the Grants Panel has been consulted on the format of the proposed application forms and guidance.

6. COMMENTS FROM THE OVERVIEW AND SCRUTINY PANEL

N/A

7. IMPLICATIONS

The following implications have been addressed where indicated below.

Financial	Legal	Human Rights Act	Planning	Sustainable Development	Diversity & Equality
✓	✓	✓	N/A	N/A	✓

Background Papers: None