

<b>Committee</b> Education Charity Sub-Committee	<b>Dated:</b> 14 February 2017
<b>Subject</b> Variations of terms of grants from the City Educational Trust Fund and the City of London Corporation Combined Education Charity	<b>Public</b>
<b>Report of:</b> Chief Grants Officer	<b>For Decision</b>
<b>Report author:</b> Jack Joslin, Central Grants Unit	

### **Summary**

The City of London Corporation Combined Education Charity (Charity Number 312836) currently awards grants to individuals.

The Education Charity Sub-Committee which is responsible for the application of funds from the City of London Corporation Combined Education Charity met on 12<sup>th</sup> December 2016 and approved 9 grant applications from the Combined Education Charity.

One of the successful applicants has since contacted the Central Grants Unit (CGU) to request that the purpose of their grant be changed which this Sub-Committee is recommended to approve.

It is also proposed that in future minor variations of the terms of grants approved by this Sub-Committee would be dealt with more efficiently under delegated authority.

### **Recommendations**

- To approve the recommendation that the purpose of one grant previously approved by this Sub-Committee at its December 2016 meeting from the City of London Corporation Combined Education Charity be changed.
- To delegate authority to the Chief Grants Officer to agree minor variations to the terms of grants approved by this Sub-Committee in consultation with the Town Clerk, Chairman and Deputy Chairman of this Sub-Committee.

### **Main Report**

#### **Background**

1. The Education Charity Sub-Committee which is responsible for the application of funds from the City of London Corporation Combined Education Charity met on 12<sup>th</sup> December 2016 and approved 9 grant applications to the City of London Corporation Combined Education Charity.

2. One grantee has subsequently had their application withdrawn as detailed in Appendix 1, as it came to light that the applicant had already received funding from the City Corporation within the past 5 years which falls outside of the eligibility criteria, and this had not been disclosed in their original application.
3. Another successful applicant has requested a change in purpose of their grant as detailed in Appendix 1. As this Sub-Committee approved the application for different purposes and there is no delegated authority in place to agree such variations, the terms of this grant can only be amended by the agreement of this Sub-Committee. No grant payment will be made to the individual unless this Sub-Committee agrees the change.
4. The CGU has received additional enquiries from individuals wishing to change the purpose of their grant.
5. Having regard to the aim of reducing the costs of administering the the City Educational Trust Fund (Charity Number 290840) (which this Sub-Committee is also responsible for) and the City of London Corporation Combined Education Charity so that more funds are available for grants; and noting the additional administration involved in having to refer grant variations such as these to this Sub-Committee for reconsideration and the frequency with which this Sub-Committee meets, it is proposed that future minor variations to the terms of the grants approved by this Sub-Committee would be dealt with more efficiently under delegated authority.

### **Change of Grant purpose – Applicant E**

6. Applicant E was awarded a grant from the City of London Corporation Combined Education Charity by this Sub-Committee at its last meeting. Applicant E has since requested a change in purpose of their grant as they feel that paying their fees in full is more important at this stage than receiving a contribution towards course materials that they can access elsewhere. Details of the request and your officer's recommendation can be found at Appendix 1.
7. Members are asked to review and approve the recommendation to vary the purpose of this grant.

### **Change of Grant purpose Approved by this Sub-Committee – Delegated Authority**

8. As mentioned above, the CGU has received additional enquiries from individuals wishing to change the purpose of their grant. Generally the change of use requests related to a slight change in the applicants' circumstances or the fact that their educational institution was unable to make purchases of

certain items on their behalf. It is expected that similar requests will arise in the future.

9. To reduce the additional administration involved in referring these matters back to this Sub-Committee for reconsideration, it is proposed that minor variations to the terms of the grants approved by this Sub-Committee would be dealt with more efficiently under delegated authority.
10. Minor variations will include any small changes to the original budget, for example changing the request for a contribution to travel or equipment to be put towards course fees when this is only a small proportion of the funding awarded.
11. Consideration of minor variations to the terms of requests for a change in purpose of the grants approved by this Sub-Committee will involve the necessary due diligence process by the CGU Senior Grants Officer and re-assessment of the grant application against the relevant charity's eligibility criteria if appropriate.
12. For the reasons described above, Members are asked to delegate authority to the Chief Grants Officer to agree minor variations to the terms of grants approved by this Sub-Committee in consultation with the Town Clerk, Chairman and Deputy Chairman of this Sub-Committee.
13. Any decision to change the terms of the grant under delegated authority would be reported to the next regular meeting of the Education Board and this Sub-Committee in accordance with the City Corporation's Standing Orders.

## **Appendix.**

### Appendix 1: Combined Education Charity – Change of Use Recommendation

#### **Background Papers**

- Education Charity Sub-Committee Report and Minutes: Grant Recommendation Report– City Educational Trust Fund, Combined Education Charity– 12 December 2016 (Item 5)

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