

Finance Grants Oversight and Performance Sub-Committee- Outstanding Actions- November 2016 update

	Item	Action	Officer responsible	Progress updates/target
1.	Sheriffs and Recorders	The Chief Grants Officer agreed to contact the Sheriff and Recorders Fund to discuss the Central Grants Programme and the City Bridge Trust 'Investing in Londoners' Grants Programme	Chief Grants Officer	David Farnsworth met with Lady Tessa Brewer, Chairman of the Sheriff and Recorders Fund on 06/10/2016.
2.	CGP Eligibility	The Chief Grants Officer agreed to check the eligibility of livery companies.	Chief Grants Officer	Liveries vary in size, structure and interests however are generally not established as charities and therefore generally do not meet the eligibility criteria. Those Liveries which are registered charities tend to issue funds in their own right, however may be eligible to apply for funds should their project align with the CGP eligibility criteria.
3.	CGP Webpage and Contact details	The Chief Grants Officer agreed to email the link to the CGP webpage and details of the new contact to Members of the Sub Committee.	Scott Nixon	Members were emailed the information on 26/07/2016
4.	CGP Finances	In respect of the management fee and the decision in respect of the carry forward of any unspent Finance Grants Sub-Committee grants budget, the Sub Committee would receive a summary report. Members noted that this report would show the breakdown of funding between the new grant themes, including minimum and maximum grants, where these had been set by the relevant grant-giving Committee.	Scott Nixon	Carry forward of £208,000 was agreed on 26/07/2016 for the CGP.

				A breakdown of the funding to be awarded to the CGP funding themes was provided to Members on 26/07/2016.
5.	Terms of Reference	Terms of reference to be amended to say: 'To be nominated by the Chairman and approved by the Finance Committee.' The first point in the terms of reference should be explicit in that – 'for all grants', should be followed with – 'excluding the City Bridge Trust'.	Julie Mayer	This will not immediately affect the operation of the Sub Committee and the Terms of Reference will be reviewed, in due course, at the first 2017/18 Meeting of the Finance Committee in May 2017.
6.	Performance Reporting	Each grant-giving Committee would be asked to produce impact reports and they would be reported to this Committee.	Jack Joslin	At the first meeting of each officer panel or committee charged with evaluating and approving the allocation of funds, it will be raised that this information will be required in due course.
		The Finance Grants Oversight and Performance Sub-Committee would also receive a gap analysis on those grants not conforming with current eligibility criteria, in order to inform future grant eligibility.	Jack Joslin	This information will be provided to members of this Sub—Committee after one full grant round has been completed.
7.	Public Relations – Benefits in Kind	The Director of Communications would be recruiting a new Communications Officer shortly and this post holder would have a more focused brief of the 'Giving' agenda. This would also be an opportunity to make more of the giving and benefits in kind.	Chief Grants Officer	The new Communications officer started in the Communications Department on 1 st November 2016. A meeting has been arranged to bring them up to speed on the Benefits in kind, CGP and giving related projects in December 2016.