

# ITEM 11a

## **27/8/10 Cover email note to introduce to Draft Terms of Reference: Voluntary + Community Sector Reference Group for Grant Review Actions.**

The Terms of Reference of the fixed term Voluntary and Community Sector Reference Group to support the Council in improving Grant Aid systems as recommended in the Cabinet Report on 16<sup>th</sup> March 2010. These recommendations sought to ensure that Grant Aid procedures will:

- Demonstrate consistent, good practice and processes across the Council
- Support the third sector to develop
- Ensure how can we cater better for new bids for grants from new organisations.
- Ensure the Council's processes and procedures are compliant with the Derby Compact

Examples of the documents/processes being reviewed are

- 3 levels of Grant Aid Form and Guidance, Grant Aid Agreements
- Updated Compact Checklist, Decommissioning procedure
- Webpage for VCS Grants, Public Database of Grant Funded Organisations
- Publicity Guidance for Grant Officers
- VCS Infrastructure Survey (to be confirmed)
- VCS Support Strategy

Please provide the names/contact details of potential members of the VCS Reference Group and the forum/organisation's they represent.