



## **VOLUNTARY SECTOR LIAISON COMMITTEE – 8<sup>TH</sup> JUNE 2023**

**SUBJECT: UPDATED TERMS OF REFERENCE FOR THE VOLUNTARY  
SECTOR LIAISON COMMITTEE**

**REPORT BY: CORPORATE DIRECTOR EDUCATION AND CORPORATE SERVICES**



### **1. PURPOSE OF REPORT**

- 1.1 To update the terms of reference for Voluntary Sector Liaison Committee following the decision taken at full Council on the 11<sup>th</sup> of May 2023 to combine the role of the Committee with the main role of the former Grants to the Voluntary Sector Advisory Panel.

### **2. SUMMARY**

- 2.1 The terms of reference for this committee were last considered in 2013 (appendix 2). Following a review undertaken by the Grants to the Voluntary Sector Advisory Panel into the operation of grants provided by the Council under the 'Welsh Church Acts Fund' and the small grants scheme, the 'Grants to the Voluntary Sector', a recommendation was made to Council to combine the roles of the two bodies and to disband the Advisory Panel in favour of its main functions transferring to this Liaison Committee. Save for a role for Council members only, explained in the body of this report at 5.6.
- 2.2 The effect of the changes to the terms of reference are minor and primarily centred on this Committee receiving reports on grants awarded in future.

### **3. RECOMMENDATIONS**

- 3.1 That the Voluntary Sector Liaison Committee consider and agree the draft terms of reference appended to this report (appendix 1).

### **4. REASONS FOR THE RECOMMENDATIONS**

- 4.1 To provide a more collaborative approach for the future reporting of grants awarded by the Council to this Liaison Committee, which includes members of the third sector.

## **5. THE REPORT**

- 5.1 During the latter part of 2022 members of the former Grants to the Voluntary Sector Advisory Panel conducted a workshop with a view to making improvements in the operation of two grant schemes provided by the Council to the third sector, namely those offered under the Welsh Church Acts Fund and those offered under the small grants scheme, Grants to the Voluntary Sector.
- 5.2 A series of recommendations were developed, the majority of which are subject to a report to the Council's Cabinet on the 14<sup>th</sup> of June.
- 5.3 One recommendation was to disband the Grants to the Voluntary Sector Advisory Panel since, over time, its role had become limited to receiving retrospective reports of grants awarded under delegated powers, making recommendations to Cabinet on the operation of the grant schemes, considering applications from exceptional individuals (Welsh Church Acts Fund) and considering applications outside of the General Criteria (Grants to the Voluntary Sector small grants scheme).
- 5.4 The main role of the panel was to receive reports on grants awarded under delegated powers. In order to foster more collaborative working with the third sector full Council agreed, at its Annual General Meeting, that this role could be served by the Voluntary Sector Liaison Committee. The terms of reference at appendix 1 have been drafted to allow this.
- 5.5 Taking the opportunity to update the terms of reference from the 2013 set (appendix 2) revisions have also been made to reflect the latest version of the Third Sector Partnership Agreement, the role of the Gwent Public Services Board and the associated Caerphilly Local Delivery Group. Over recent years this Committee has been a consultee of the Council on plans, strategies and budgetary proposals as they relate to the third sector and so that has been included in the draft set at appendix 1.
- 5.6 The review group recommended, agreed by Council, that the role of elected members in considering applications from exceptional individuals and applications for small grants outside the general criteria should be the preserve of Council members only. As such a 'Voluntary Sector Sub-committee' will sit to consider such cases as required and subsequent to meetings of this committee. The Sub-committee will comprise the same 15 Council elected members who sit on this committee to provide continuity and greater awareness of the collaborative working in place. Previously the Grants to Voluntary Sector Panel was a different group of elected members.

### **5.7 Conclusion**

This report formalises the wishes of full Council expressed at its Annual General Meeting. The purpose of this report is to conclude the process to combine parts of the role of the former Advisory Panel with this Committee. The primary reason being a more collaborative approach to working with the third sector.

## **6. ASSUMPTIONS**

- 6.1 There are no assumptions made in this report.

## **7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

7.1 This report considers a democratic matter only and hence an IIA is not required. However, collaboration is one of the five ways of working in the sustainable development principle under the Well-being of Future Generations (Wales) Act 2015

## **8. FINANCIAL IMPLICATIONS**

8.1 There are no financial implications in this report. There will be some small saving in officer time in facilitating one rather than two democratic bodies.

## **9. PERSONNEL IMPLICATIONS**

9.1 There are no personnel implications in this report.

## **10. CONSULTATIONS**

10.1 All consultation responses have been included in the main body of the report.

## **11. STATUTORY POWER**

11.1 Local Government Act 2000  
Well-being of Future Generations (Wales) Act 2015

Author: Kathryn Peters, Service Improvement and Partnerships Manager

Consultees: Richard Edmunds- Corporate Director Education and Corporate Services  
Sue Richards- Head of Transformation  
Rob Tranter- Head of Legal Services and Monitoring Officer  
Stephen Harris- Head of Financial Services and Section 151 Officer  
Lisa Lane- Head of Democratic Services and Deputy Monitoring Officer  
Alison Palmer- Deputy Chief Executive Gwent Association of Voluntary Organisations  
Heather Delonnette- Senior Policy Officer

Note- chair of the Committee will be determined at the 8<sup>th</sup> of June 2023 meeting. Representatives of the sector were involved in the workshop process that developed the recommendations to full Council.

Appendices:

Appendix 1 Draft updated Terms of Reference  
Appendix 2 December 2013 Terms of Reference