

Agenda for a meeting of the Regulatory and Appeals Committee (Meeting as Trustees) to be held on Thursday, 15 December 2022 at 10.45 am or at the rising of the R&A Committee, in the Council Chamber - City Hall, Bradford

Members of the Committee – Councillors

LABOUR	CONSERVATIVE	GREEN
Salam Alipoor Mullaney Shafiq	Brown Sullivan	Edwards

Alternates:

LABOUR	CONSERVATIVE	GREEN
Engel Hussain Lal S Hussain	K Green Pollard	Warnes

Notes:

- This agenda can be made available in Braille, large print or tape format on request by contacting the Agenda contact shown below.
- The taking of photographs, filming and sound recording of the meeting is allowed except if Councillors vote to exclude the public to discuss confidential matters covered by Schedule 12A of the Local Government Act 1972. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted. Anyone attending the meeting who wishes to record or film the meeting's proceedings is advised to liaise with the Agenda Contact who will provide guidance and ensure that any necessary arrangements are in place. Those present who are invited to make spoken contributions to the meeting should be aware that they may be filmed or sound recorded.
- If any further information is required about any item on this agenda, please contact the officer named at the foot of that agenda item.
- **A legal briefing for all Members will take place at 0930 in the Council Chamber on the day of the meeting.**

From:

Asif Ibrahim
Director of Legal and Governance
Agenda Contact: Yusuf Patel
Phone: 07970 411923
E-Mail: yusuf.patel@bradford.gov.uk

To:

A. PROCEDURAL ITEMS

1. ALTERNATE MEMBERS (Standing Order 34)

The Director of Legal and Governance will report the names of alternate Members who are attending the meeting in place of appointed Members.

2. DISCLOSURES OF INTEREST

(Members Code of Conduct – Part 4A of the Constitution)

To receive disclosures of interests from members and co-opted members on matters to be considered at the meeting. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

Notes:

- (1) *Members must consider their interests, and act according to the following:*

Type of Interest	You must:
<i>Disclosable Pecuniary Interests</i>	<i>Disclose the interest; not participate in the discussion or vote; and leave the meeting <u>unless</u> you have a dispensation.</i>
<i>Other Registrable Interests (Directly Related)</i> OR <i>Non-Registrable Interests (Directly Related)</i>	<i>Disclose the interest; speak on the item <u>only if</u> the public are also allowed to speak but otherwise not participate in the discussion or vote; and leave the meeting <u>unless</u> you have a dispensation.</i>
<i>Other Registrable Interests (Affects)</i> OR <i>Non-Registrable Interests (Affects)</i>	<i>Disclose the interest; remain in the meeting participate and vote <u>unless</u> the matter affects the financial interest or well-being</i> <i>(a) to a greater extent than it affects the financial interests of a majority of inhabitants of the affected ward, and</i> <i>(b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest; in which case speak on the item <u>only if</u> the public are also allowed to speak</i>

but otherwise not do not participate in the discussion or vote; and leave the meeting unless you have a dispensation.

- (2) *Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.*
- (3) *Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.*
- (4) *Officers must disclose interests in accordance with Council Standing Order 44.*

3. INSPECTION OF REPORTS AND BACKGROUND PAPERS

(Access to Information Procedure Rules – Part 3B of the Constitution)

Reports and background papers for agenda items may be inspected by contacting the person shown after each agenda item. Certain reports and background papers may be restricted.

Any request to remove the restriction on a report or background paper should be made to the relevant Strategic or Assistant Director whose name is shown on the front page of the report.

If that request is refused, there is a right of appeal to this meeting.

Please contact the officer shown below in advance of the meeting if you wish to appeal.

(Yusuf Patel - 07970 411923)

B. BUSINESS ITEMS

4. EXCLUSION OF THE PUBLIC

Recommended –

That the public be excluded from the meeting during consideration of the appendices relating to the Royd House Trust in Wilsden, to on the grounds that it is likely in view of the nature of the business to be transacted or the nature of the proceedings, that if they were present, exempt information within Paragraph 3 (Finance or Business Affairs) of Schedule 12A of the Local Government Act 1972 (as amended), would be disclosed and it is considered that, in all the circumstances, the public interest in excluding public access to the relevant part of the proceedings outweighs the interest in publication of the report.

5. ROYD HOUSE TRUST IN WILSDEN

1 - 6

The Strategic Director Place will submit a report (**Document “J”**) which request the agreement of Regulatory and Appeals Committee, as Trustees of the Royd House Trust in Wilsden, to grant three awards recommended and pre-approved by the Evaluation Group.

Recommended –

That the Trustees, agree the three applications set out in the Appendices to Document “J” and that all future agreements and approvals for grant awards be delegated solely to the Strategic Director of Place or their successor.

(Phil Barker - 01274 431301)

6. THE ALFRED SHARP FUND APPLICATION FORMS

7 - 20

Further to the meeting of the Trustees held on 27 October and 24 November 2022, the Trustees are requested to consider and approve the attached application forms which have been drafted by the Ward Officer Bingley & Baildon Wards.

(Marcia Churley - 01274 437146)

Report of the Strategic Director of Place to the meeting of Regulatory and Appeals Committee to be held on 15th December 2022

J

Subject:

Report to request the agreement of Regulatory and Appeals Committee, as Trustees of the Royd House Trust in Wilsden, to grant three awards recommended and pre-approved by the Evaluation Group.

Also, to request that the Trustees delegate all future agreement and approvals for grant awards solely to the Evaluation Group with final sign off by the Strategic Director of Place.

Alan Lunt
Strategic Director Place

Portfolio: Sport & Culture

Report Contact: Phil Barker
Assistant Director
Phone: (01274) 431301
E-mail: phil.barker@bradford.gov.uk

Overview & Scrutiny Area:
Regulatory & Appeals Committee

1. SUMMARY

Report to request the agreement of Regulatory and Appeals Committee, as Trustees of the Royd House Trust in Wilsden, to grant three awards recommended and pre-approved by the Evaluation Group.

The Royd House Trust Grant Evaluation Group, having advertised the available funds from the interest received on the capital sum, have considered applications to the trust and approved 3 applications for grant awards.

The report request that the Trustees delegate all future agreement and approvals for grant awards by the Evaluation Group with final sign off by the Strategic Director or their successor.

2. BACKGROUND

In 1990's a property known as Royd House, that formed part of Wilsden Recreation Ground, was sold. The proceeds of the sale were invested into a new charity known as the Royd House Trust. The interest from the original investment can be used for *the for improvements (other than maintenance) of the property belonging to the charity as the trustees consider to be appropriate to meet the objectives of the charity and thereafter for the charitable purposes of the general benefit of the inhabitants of Wilsden.*

The Trustees, at the meeting on 13th November 2014, agreed that an Evaluation Group be established, to look at the distribution of the revenue, made up of the following membership, 3 Ward Councillors and a Parish Councillor, in consultation with Council Officers (in an administrative capacity) to consider further applications and to make recommendations to the Trustees.

The Evaluation Group have received 3 applications for funding in the most recent round of applications for consideration by the trustees;

- Wilsden Hall £1,500 - to make accessibility improvements
- Wilsden Parish Council £1045.71 – planting improvements
- It's Worth Talking About £1,200 – new voluntary peer support training to young people to support mental health

Attached as appendix A, B & C are copies of the applications under consideration.

Furthermore, the Evaluation Group are requesting that the Trustees delegate the decision of the funding from the trust to the Strategic Director of Place or their successor.

3. OTHER CONSIDERATIONS

Not applicable

4. FINANCIAL & RESOURCE APPRAISAL

The funds available for distribution through the Evaluation Group are £42,915.49 as provided by Finance Dept. The 3 applications received amount to a total of £3,745.71. Therefore, leaving funds remaining for future applications and the agreed minimum threshold of £10,000 being always remaining in the account.

The Trustees, Officer time and resources will be saved in terms of preparation and presentation of reports, if the Trustees agree to delegate final agreement of awards to the Strategic Director or their successor.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

As the grant and funds available are low in monetary value, it is felt that the risk in requesting the Trustees to relinquish the need to provide final agreement of all future applications to the Trust and allow the Evaluation Group and Strategic Director to make the approvals on behalf of the Trust is minimal as the Evaluation Group will ensure all the funds are allocated in the best interest of the trust and are value for money.

6. LEGAL APPRAISAL

As indicated above, the Trustees will need to be satisfied that the applications to the trust are being awarded in the best interest of the trust and offer value for money.

In addition, the Trustees must consider the proposal in terms of what is in the best interests of the charity. The Charity Commission Guidance advises that this means **“Acting in the charity’s best interest means always doing what the trustees decide will best enable the charity to carry out its purposes, both now and for the future”**

The purposes of the Trust is: **“shall apply the income of the Charity for improvements (other than maintenance) of the property belonging to the Charity as the trustees consider appropriate to meet the objectives of the Charity and thereafter for the charitable purposes for the benefit of the inhabitants of Wilsden”**

7. OTHER IMPLICATIONS

7.1 SUSTAINABILITY IMPLICATIONS

Not applicable

7.2 GREENHOUSE GAS EMISSIONS IMPACTS

Not applicable

7.3 COMMUNITY SAFETY IMPLICATIONS

Not applicable

7.4 HUMAN RIGHTS ACT

Not applicable

7.5 TRADE UNION

Not applicable

7.6 WARD IMPLICATIONS

Not applicable

**7.7 AREA COMMITTEE ACTION PLAN IMPLICATIONS
(for reports to Area Committees only)**

Not applicable

7.8 IMPLICATIONS FOR CHILDREN AND YOUNG PEOPLE

Not applicable

7.9 ISSUES ARISING FROM PRIVACY IMPACT ASSESMENT

None

8. NOT FOR PUBLICATION DOCUMENTS

The appendices contain exempt information within Paragraph 3 (Finance or Business Affairs) of Schedule 12A of the Local Government Act 1972 (as amended),

9. OPTIONS

- 9.1 To agree the 3 applications as recommended by the Evaluation Group.
- 9.2 To agree to delegate all future agreement of awards solely to the Strategic Director of Place or their successor
- 9.3 To refuse the 3 applications and re-advertise the funds to other applicants.
- 9.4 To refuse to defer all future agreement of awards to the Strategic Director or their successor, that the Trustees, retain the final agreement of future awards.

10. RECOMMENDATIONS

Recommend the Trustees, agree the 3 applications and agree that all future agreements and approvals for grant awards is delegated solely to the Strategic Director of Place or their successor.

11. APPENDICES

- A. Wilsden Hall application for award of £1,500 to make accessibility improvements
- B. Wilsden Parish Council application for award of £1045.71 for planting improvements
- C. It's Worth Talking About application for £1,200 to provide local voluntary peer support training to young people to support mental health

12. BACKGROUND DOCUMENTS

- D. Report and Decision sheet of the Committee meeting held 13th November 2014.

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THE 1887 ALFRED SHARP BINGLEY EDUCATIONAL TRUST FUND (SCHOOLS)

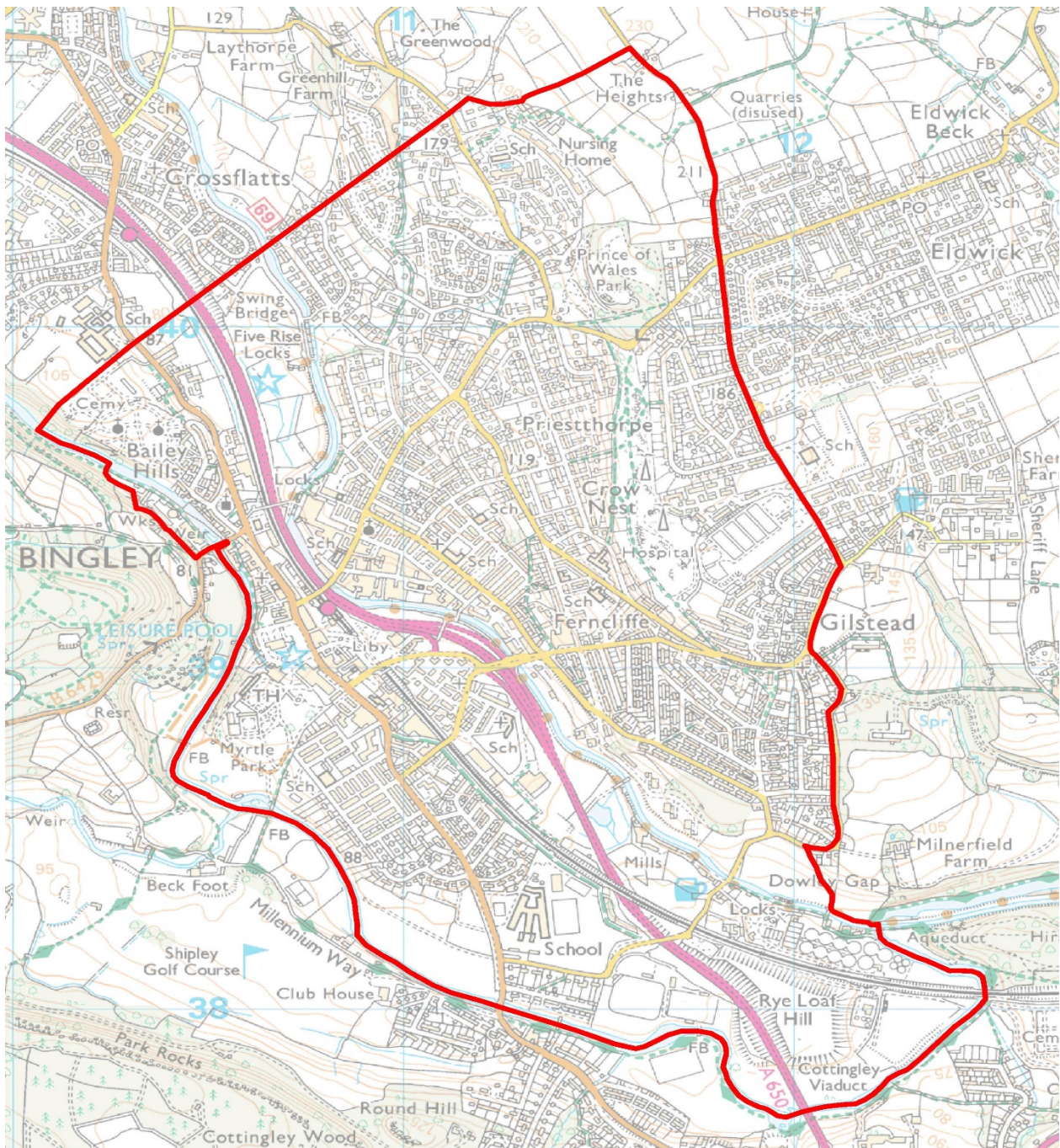
PLEASE READ THE FOLLOWING INFORMATION BEFORE COMPLETING YOUR APPLICATION

Mission Statement

The 1887 Alfred Sharp Bingley Educational Trust constitution states that the charity's objective is to "advance the education of children and adults in the former Bingley Improvement District in such a way as the charity's trustees see fit."

- Grants will be awarded annually up to a maximum of £30,000
- Applications will be considered more favourably where the project matches the mission statement
 - Applications will only be considered from schools based in the area of benefit
 ** See attached Map
- Grants cannot be awarded for retrospective payments (*events/purchases that have already taken place*)
- Schools should normally expect only one grant per financial year
- Applications are particularly welcome from new projects that compliment or are focussed on STEAM based subjects
- Failure to fully complete the application form with all the relevant information may result in the application being rejected or deferred
- A short report on the project and evidence how all the money was spent must be submitted within a year of a grant being awarded. **If this information is not received, without good reason, by the deadline, further applications will not be considered**
- Projects should not contravene the Council's Equality and Diversity Policy's?
- Please note that some of the data collected as part of this funding bid maybe shared with internal and external partners (Bingley Town Council) as well as the funded projects being publicised electronically, in funding reports, in the media and other methods of distributing the information. It is also possible that this information may be released in accordance with a Freedom of Information request.

Area Of Benefit – Map



THE ALFRED SHARPE 1887 FUND APPLICATION FORM (SCHOOLS)

(Please read the accompanying criteria before completing this application form)

Mission Statement:

“To provide grants to local organisations to advance the education of adults and children in the former Bingley Improvement District”

Name of School:

Who will benefit from your project:

Contact to whom all correspondence should be sent:

Name:

Address:

Post Code:

Tel:

E-mail Address:

Address where the group meets: (if different from above)

Amount Requested: £

(max £30,000)

Total Cost of Project: £

Details of bank account for BACS payment:

Account Name:

Name and address of bank:

Account number:

Sort Code:

Roll no (if building society account)

DRAFT

Description of event/project and items to be purchased from the funding requested:

Date(s) and location(s) of activity (where applicable) – enclosing programme if available

Detailed breakdown of costs of the event/project and items to be purchased:

Any Additional Information you feel would strengthen your application:

How many pupils do you expect to benefit from the items purchased/event/project?

Have you sought any other grants to support this activity?

Please attach the following information, if applicable:

- 1 Where possible, two quotations per item
- 2 Any other relevant information to support your application
- 3 If applying for activities for children or vulnerable adults, please confirm that you have an up to date child/vulnerable adults safeguarding policy
- 4 If applying for activities for children or vulnerable adults, please provide enhanced CRB/DBS ID number(s) and expiry date(s) as evidence that checks have been completed.

If any attachments are missing please give reasons:

Please sign and date to confirm you have read and agree with the criteria

Signature of Applicant:

Date:

Applications should only be made on this form, which should be returned to:

**Shipley Area Co-ordinator's Office
Shipley Town Hall, Kirkgate
Shipley BD18 3EJ
Tel: 01274 431005**

E-mail: marcia.churley@bradford.gov.uk

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THE 1887 ALFRED SHARP FUND CRITERIA

PLEASE READ THE FOLLOWING INFORMATION BEFORE COMPLETING YOUR APPLICATION

Mission Statement

The 1887 Alfred Sharp Bingley Educational Trust constitution states that the charity's objective is to "advance the education of children and adults in the former Bingley Improvement District in such a way as the charity's trustees see fit."

- Grants will be awarded to a maximum of £X
- Applications will be considered more favourably if your project matches the mission statement
- Applications will only be considered from groups/ organisations that either operate in or benefit people who live in the area of benefit as detailed in the attached map
- Grants cannot be awarded for retrospective payments (*events/purchases that have already taken place*)
- Groups/organisations should normally expect only one grant per financial year
- Failure to fully complete the application form with all the relevant information will result in the application being rejected or deferred
- A copy of the group's constitution must be provided
- If your group is not constituted, you must apply through a constituted organisation such as your local Community Centre or Parish/Town Council.
- Wherever possible two quotations should be provided for each item to be purchased.
- A short report on the project and copies of receipts evidencing how all the money was spent must be submitted within a year of a grant being awarded. **If this information is not received, without good reason, by the deadline, further applications will not be considered.**
- The organisation should be a non-profit making voluntary organisation where membership is open.
- Grants cannot be used to fund religious or political activities.
- If you are applying for activities for children or vulnerable adults, you must include a copy of your organisation's child/vulnerable adult safeguarding policy and enhanced DBS ID number(s) and expiry date(s) as evidence that checks have been completed.
- Please note that some of the data collected as part of this funding bid is shared with internal and external partners as well as the funded projects being publicised electronically, in funding

reports, in the media and other methods of distributing the information. It is also possible that this information may be released in accordance with a Freedom of Information request.

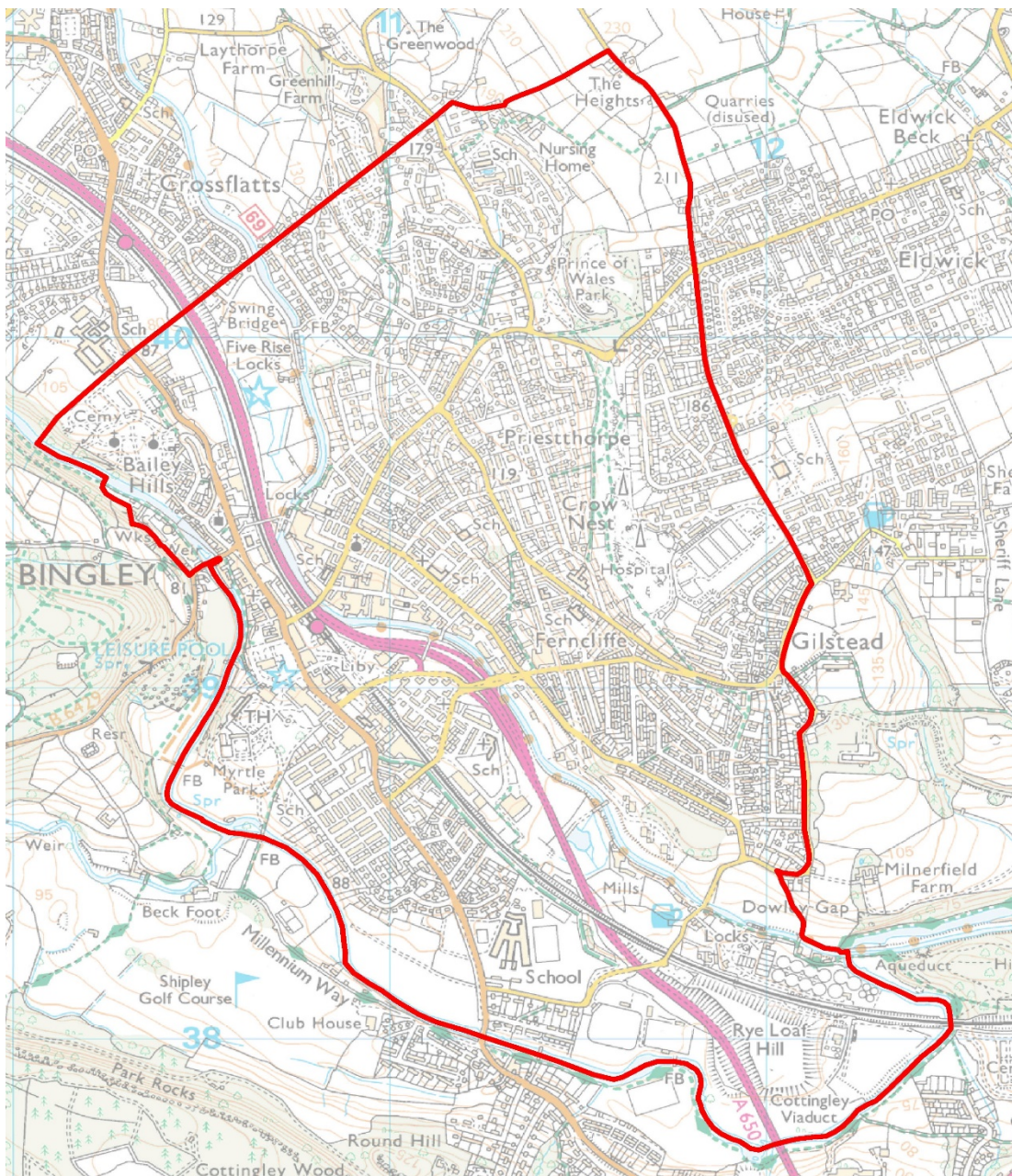
Remember



For your application to be considered you must provide the following (if applicable):

1. Constitution
2. Wherever possible, copies of at least two quotations per item
3. Child or vulnerable adult safeguarding policy
4. Evidence of enhanced DBS checks

AREA OF BENEFIT





THE ALFRED SHARPE 1887 FUND

GENERAL APPLICATION FORM

(Please read the accompanying criteria before completing this application form)

Mission Statement:

The 1887 Alfred Sharp Bingley Educational Trust constitution states that the charity's objective is to "advance the education of children and adults in the former Bingley Improvement District in such a way as the charity's trustees see fit."

Name of Organisation:

Who will benefit from your project:

Secretary or Contact to whom all correspondence should be sent:

Name:

Address:

Post Code:

Tel:

E-mail Address:

Address where the group meets: (if different from above)

Amount Requested: £ (max ?)

Total Cost of Project: £

Details of bank account for BACS payment:

Account Name:

Name and address of bank:

Account number:

Sort Code:

Roll no (if building society account)

Have you applied to other funding bodies in relation to current application? (If yes, please specify).

Please attach the following information, if applicable:

Please tick

- | | | |
|---|--|--------------------------|
| 1 | Constitution | <input type="checkbox"/> |
| 2 | Your organisation's most recent accounts | <input type="checkbox"/> |
| 3 | Where possible, two quotations per item | <input type="checkbox"/> |
| 4 | Any other relevant information to support your application | <input type="checkbox"/> |
| 5 | If applying for activities for children or vulnerable adults, please enclose your organisation's child/vulnerable adults safeguarding policy | <input type="checkbox"/> |
| 6 | If applying for activities for children or vulnerable adults, please provide enhanced CRB/DBS ID number(s) and expiry date(s) as evidence that checks have been Completed. | <input type="checkbox"/> |

If any attachments are missing please give reasons:

Please sign and date to confirm you have read and agree with the criteria

Signature of Applicant:

Date:

Applications should only be made on this form, which should be returned to:

**Shipley Area Co-ordinator's Office
Shipley Town Hall, Kirkgate
Shipley BD18 3EJ
Tel: 01274 431005**

E-mail: marcia.churley@bradford.gov.uk

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