

## **GLASGOW COMMUNITY PLANNING PARTNERSHIP**

### **Glasgow Communities Fund 2023-26 Sector Review Panels**

#### **Terms of Reference**

##### **Purpose.**

1. The purpose of the Sector Review Panels will be to review, and provide feedback on, initial recommendations for funding from the Glasgow Communities Fund 2023-26 for the relevant Sector that have been proposed following assessment by the Council's Grants and Initiatives Team and review by a team of strategic lead officers from the Council Family.
2. The assessing officers in the Grants Team together with Strategic lead officers will consider the feedback from the Sector Review Panel before finalising recommendations for the relevant Sector Partnership.

##### **Composition.**

3. The Sector Review Panels will be composed of the Chair of the relevant Sector Partnership; up to 3 other elected members on a cross party representative basis and 4 community members, ensuring each Area Partnership is represented by an elected member and/or a community member; and the third sector representative on the Sector Partnership.
4. Members of the Sector Partnership who are interested in being part of the Sector Review Panel will be invited to express their interest, in writing, to the local Community Empowerment Services team by Friday 7<sup>th</sup> October 2022. Discussions will then take place with the Sector Partnership Chair to agree the composition of the Panel, based on the criteria set out at paragraph 3 above.
5. The Sector Partnership Chair's decision on the composition of the group will be final.
6. It is proposed that a quorum for the Panels will be set at five (5) members and that there must be at least one community member present.

##### **Working arrangements.**

7. The Sector Review Panels will be chaired by the relevant Sector Partnership Chair.
8. The Panels will receive a summary of each application for funding, details of those applications that have been recommended for funding and the level of funding recommended and details of those applications not recommended for funding.

9. Officers from Community Empowerment Services, Glasgow City Council who have conducted the initial assessment of applications will be present at Sector Review Panel meetings, as required, to answer questions and provide clarification in relation to the recommendations.
10. Feedback from the Panels will be noted and considered by officers from Community Empowerment Services and strategic lead officers ahead of final recommendations being prepared.
11. Members of the Panels will be required to abide by the Conflict of Interest rules, as outlined in the Glasgow Community Planning Partnership's [Governance Framework](#). Members will therefore be required to declare any interests in applications that are presented for discussion and will not participate in discussions or take decisions in relation to funding proposals in which they have declared an interest.
12. Community Empowerment Services officers will provide a support function for the Panels.

### **Timescale**

13. It is anticipated that Sector Review Panels will meet week beginning 14<sup>th</sup> November 2022 to review funding recommendations.
14. Feedback from the Panels on the initial recommendations will be considered by the Grants and Initiatives Team and Strategic Leads.
15. It is expected that final recommendations will be presented to the relevant Sector Partnership in late November/early December 2022.